



JUDICIAL COUNCIL OF CALIFORNIA

455 Golden Gate Avenue · San Francisco, California 94102-3688

www.courts.ca.gov

REPORT TO THE JUDICIAL COUNCIL

For business meeting on: September 14–15, 2017

Title	Agenda Item Type
Equal Access Fund: Distribution of Funds for Partnership Grants and IOLTA-Formula Grants	Action Required
	Effective Date
	September 14, 2017
Rules, Forms, Standards, or Statutes Affected	Date of Report
None	August 31, 2017
Recommended by	Contact
State Bar Legal Services Trust Fund Commission	Bonnie Rose Hough, 415-865-7668
Corey N. Friedman, Cochair	bonnie.hough@jud.ca.gov
Richard G. Reinis, Cochair	

Executive Summary

The Legal Services Trust Fund Commission of the State Bar reports in *Equal Access Fund: Distribution of Funding for IOLTA-Formula Grants and Partnership Grants under the Budget Act of 2017* that the Budget Act of 2017 includes an estimated \$25,599,900 in the Equal Access Fund for distribution to legal services providers and support centers. Equal Access Fund monies are distributed primarily in two parts: IOLTA (Interest on Lawyer Trust Accounts)—formula grants and partnership grants (with a small amount also distributed for administration). The commission requests Judicial Council approval to distribute \$23,152,904 in IOLTA-formula grants for fiscal year 2017–2018, according to the statutory formula in the state Budget Act, and \$2,856,479 in partnership grants for 2018. It further requests approval of the commission’s findings that the proposed budget for each individual grant complies with statutory and other relevant guidelines.

Recommendation

The Legal Services Trust Fund Commission recommends that the Judicial Council approve the distribution of \$23,152,904 in IOLTA-formula grants for 2017–2018 according to the terms of the state Budget Act, and approve the commission’s determination that the proposed budget of each individual grant complies with statutory and other guidelines.

In addition, the commission recommends that the council approve the distribution of \$2,856,479 in Equal Access Fund partnership grants for distribution to the following legal services agencies for programs conducted jointly with courts to provide legal assistance to self-represented litigants:

1. **Alameda County Bar Association Volunteer Legal Services:**
Unlawful Detainer Mediation Project.....\$22,000
Alameda County Family Law Day of Court Pilot Project.....\$65,000
2. **Bay Area Legal Aid:**
San Mateo County Consumer Debt Clinic.....\$40,000
3. **Bet Tzedek Legal Services:**
Self-Help Elder and Dependent Adult Restraining Order Clinic
(Los Angeles County).....\$80,000
4. **California Rural Legal Assistance, Inc.:**
San Luis Obispo County Rental Clinic for Self-Represented Litigants\$45,000
5. **Central California Legal Services, Inc.:**
Guardianship Project.....\$60,000
Shriver Housing Project (Fresno)..... \$54,229
Tenant/Landlord Housing Law Clinic (Fresno).....\$75,000
6. **Community Legal Services in East Palo Alto:**
San Mateo County Unlawful Detainer Mandatory Settlement Conference.....\$50,000
7. **East Bay Community Law Center:**
Holistic Legal Assistance Project (Alameda)\$80,000
8. **Elder Law and Advocacy:**
Imperial County Unlawful Detainer/Elder Abuse Restraining Order Self-Help
Clinic.....\$68,000
9. **Family Violence Law Center:**
Domestic Violence Pro Per Project (Alameda)\$25,000

10. Greater Bakersfield Legal Services:	
Shriver Housing Project (Kern)	\$103,000
11. Inland Counties Legal Services:	
Family Law Self-Help Clinics (Talleres de derechos legales de familia) (Riverside).....	\$82,000
12. Justice and Diversity Center:	
Family Law Assisted Self-Help/Case Resolution (FLASH/CARE) Project (San Francisco)	\$65,000
Shriver–Custody Project (San Francisco)	\$103,000
13. Legal Aid Foundation of Los Angeles:	
Long Beach Self-Help Legal Access Center	\$80,000
14. Legal Aid Foundation of Santa Barbara:	
Shriver–Probate Project (Northern Santa Barbara County).....	\$103,000
15. Legal Aid Society of Orange County:	
Consumer Debt Workshop (Norwalk, Los Angeles)	\$38,000
Estate Accounting Workshop and Clinic	\$30,000
Unlawful Detainer Workshop – NJC (Orange)	\$49,000
Unlawful Detainer Workshop (Norwalk, Los Angeles)	\$66,000
16. Legal Aid Society of San Bernardino:	
Caregivers Accessing Justice–Guardianship	\$82,000
17. Legal Aid Society of San Diego, Inc.:	
Civil Harassment & Elder Abuse Restraining Order Program at the HOJ	\$45,000
Shriver–Housing Project	\$103,000
18. Legal Assistance for Seniors:	
Partnership to Assist Guardianship Litigants.....	\$65,000
19. Legal Services of Northern California:	
Mother Lode Pro Per Project (Amador, Calaveras, El Dorado, Placer)	\$60,000
Elder Abuse Restraining Order Workshop Project (Sacramento)	\$32,000
Small Claims, Small Estates and Guardianship Clinic (Yolo)	\$55,000
Shriver–Housing Project (Yolo)	\$21,250
20. Los Angeles Center for Law and Justice:	
Shriver–Custody Project	\$103,000

21. Neighborhood Legal Services of Los Angeles County:	
Chatsworth Self-Help Legal Access Center Project	\$120,000
Pasadena Unlawful Detainer Assistance Project	\$120,000
Shriver–Housing Project	\$103,000
22. Pro Bono Project Silicon Valley:	
PBP Mediation, Negotiation, and Settlement Project	\$70,000
23. Public Counsel:	
Pro Per Guardianship Clinic (Los Angeles).....	\$60,000
24. Public Law Center:	
Orange County Expanded Domestic Violence Assistance Project.....	\$40,000
Orange County Courthouse Guardianship Clinic	\$60,000
25. Riverside Legal Aid:	
Small Estates Assistance Program	\$68,000
26. San Diego Volunteer Lawyer Program:	
North County Civil Harassment/Unlawful Detainer Self-Help Clinic	\$95,000
Shriver–Domestic Violence and Custody Project.....	\$103,000
27. Santa Clara University Alexander Law Center:	
Consumer Debt Clinic.....	\$68,000
Total	\$2,856,479

See Attachment A for the text of the commission’s report and its attachments.

Previous Council Action

The Judicial Council has approved the proposed distribution for each of the past 17 years based on the recommendations of the Legal Services Trust Fund Commission

Rationale for Recommendation

Since 1999, the state Budget Act has contained a provision for the allotment of \$10 million to an Equal Access Fund “to improve equal access and the fair administration of justice.” This year, an additional \$10 million was added to the fund. (Assem. Bill 97; Stats. 2017, ch. 14, pp. 16–21.)

In 2005, the Uniform Civil Fees and Standard Fee Schedule Act was approved by the Legislature and the Governor. That act established a new distribution of \$4.80 per filing fee to the Equal Access Fund. The estimated revenue from filing fees for the fund is \$4 million per year. Those revenues have been collected by the trial courts since January 2007.

The Budget Act requires the Judicial Council to distribute the Equal Access Fund monies to legal services providers through the State Bar Legal Services Trust Fund Commission. The State Bar created the commission to administer the law regulating attorneys' interest-bearing trust accounts (IOLTAs). (Bus. & Prof. Code, § 6210 et seq.; State Bar, *Rules Regulating Interest-Bearing Trust Fund Accounts for the Provision of Legal Services to Indigent Persons* [Sept. 1982, amended Mar. 2002], rule 4.)

The Budget Act states that “[t]he Judicial Council shall approve awards made by the commission if the council determines that the awards comply with statutory and other relevant guidelines. . . . The Judicial Council may establish additional reporting or quality control requirements”¹ All recipients of partnership grants are required to conduct an annual evaluation of the effectiveness of the programs and submit their evaluation results to the commission by March 1, 2019.

The Chief Justice, as chair of the Judicial Council, appoints one-third of the voting members to the commission—five attorney members and two public members, one of whom is a court administrator. The Chief Justice also appoints three nonvoting judges to the commission—two trial court judges and one appellate justice. The membership roster is in the commission’s report (Attachment A) at pages 25–26.

There are two grant programs, IOLTA-formula grants and partnership grants. The Budget Act provides that 90 percent of the funds be distributed to legal services agencies according to a statutory formula (the IOLTA-formula grants). The remaining 10 percent of the funds are to be distributed as partnership grants to legal services programs for projects conducted jointly with the courts to provide legal assistance to self-represented litigants. The process for choosing the legal services programs to receive these partnership grants is stated in the commission’s report at pages 13–17.

This year, an additional application period for partnership grants was provided for those organizations that were awarded Shriver grants by the Judicial Council at its meeting on July 27, 2017. Since the funds available for the Shriver project had declined from \$9.6 to \$7.2 million, the commission determined that the best way to use the \$950,000 in new partnership grant funds made available as a result of the increase in the Equal Access Fund was to allow those Shriver programs that had a portion of their project that met the partnership grant criteria to apply for those funds.

For the grant period funded by the 2017 Budget Act, the Legal Services Trust Fund Commission has approved a schedule for allocation of the part of the Equal Access Fund grants referred to as IOLTA-Formula Grants to legal services providers according to the formula established under the Business and Professions Code.

¹ The Budget Act language is in the commission’s report (Attachment A), at pages 22–24.

The commission's report on the allocation of the Equal Access Fund shows that the commission has followed the statutory requirements and the additional criteria adopted by the council at its August 1999 meeting. Therefore, it is appropriate for the Judicial Council to approve the distribution of \$23,152,904 in IOLTA-formula grants awarded by the Legal Services Trust Fund Commission to allow distribution to the eligible organizations in October. It is also appropriate that the council approve \$2,856,479 in partnership grants.

Distributing the funds to the commission will allow it to carry out the terms of the Budget Act and will put the monies of the Equal Access Fund into the hands of legal services providers to supply legal assistance to self-represented litigants. IOLTA-formula grants are to be distributed on a calendar-year basis beginning January 1, 2018. The fiscal year for the partnership grants commences January 1, 2018.

Comments, Alternatives Considered, and Policy Implications

The recommendations have been approved by the Legal Services Trust Fund Commission and its Partnership Grants Committee as required by law. The statutory scheme does not contemplate public comment.

There are no viable alternatives to distributing the funds according to the recommendations of the Legal Services Trust Fund Commission. The Budget Act requires the council to approve the distribution if it finds that the statutory and other relevant guidelines are met.

Implementation Requirements, Costs, and Operational Impacts

The IOLTA-formula grants require no court implementation. Partnership grants will require the courts that have elected to participate in joint projects with local legal services providers to cooperate in the manner proposed in their grant applications.

Council staff will work with the staff of the Legal Services Trust Fund Commission to oversee administration of the Equal Access Fund, including fulfillment of requirements for reports on the commission's administration of the fund. Staff will also provide support to the commission (including the third of its members appointed by the Chief Justice) to facilitate administration of the Equal Access Fund.

The recommendation contained in this report will have no direct fiscal effect on the courts; nevertheless, the courts will indirectly benefit from assistance provided to self-represented litigants. Council staff support will be covered by the provision for administrative costs in the Budget Act appropriation.

Relevant Strategic Plan Goals and Operational Plan Objectives

This recommendation helps implement Goal I of the Judicial Council's strategic plan—Access, Fairness, and Diversity—by increasing representation for low-income persons.

Attachments

1. Attachment A: *Equal Access Fund: Distribution of Funding for IOLTA-Formula Grants and Partnership Grants under the Budget Act of 2017*



THE STATE BAR OF CALIFORNIA

LEGAL SERVICES TRUST FUND PROGRAM

180 Howard Street, San Francisco, California 94105-1617

TELEPHONE: 415-538-2252; FAX: 415-538-2389

EMAIL: TRUSTFUNDPROGRAM@CALBAR.CA.GOV

LEGAL SERVICES TRUST FUND
COMMISSION – 2016-2017

Corey N. Friedman, Esq.
Co-Chair
California Department of
Industrial Relations

Richard G. Reinis, Esq.
Co-Chair
Thompson Coburn LLP

Christian Schreiber, Esq.
Vice-Chair
Chavez & Gertler LLP

Banafsheh Akhlaghi, Esq.
NLSCA

Fred Bailard
Presidio Bank

Hon. Louise Bayles-Fightmaster
Private Judge and Mediator

Prof. Herman L. DeBose
California State University,
Northridge

Adrian Dollard
Qatalyst Partners

Parrish Knox, Esq.
Los Angeles City Attorney's Office

Luke Liss, Esq.
Wilson Sonsini Goodrich Rosati

Prof. James Meeker
University of California, Irvine

Robert Planthold
California Walks

LaQuita Robbins
Public Member

Susan D. Ryan, Esq.
Superior Court of California
County of Riverside

Kim Savage, Esq.
Law Office of Kim Savage

Melanie Snider, Esq.
Superior Court of California
County of Butte

Paul Staley, Esq.
Center for Community Self-Help

Hon. John A. Sutro, Jr., Retired

David Tsai, Esq.
Perkins Coie LLP

Tania Ugrin-Capobianco
Superior Court of California
County of El Dorado

Christina S. Vanarelli, Esq.
Christina Vanarelli, Inc., APLC

JUDICIAL ADVISORS

Hon. Michael J. Convey
Superior Court of California
County of Los Angeles

Hon. William J. Murray, Jr.
Court of Appeal
Third Appellate District

Hon. Brad Seligman
Superior Court of California

ATTACHMENT A to the report: Equal Access Fund: Distribution of Funds for Partnership Grants and IOLTA-Formula Grants

DATE: August 29, 2017

TO: The Judicial Council of California

FROM: Richard Reinis, Co-Chair
Corey Friedman, Co-Chair
Legal Services Trust Fund Commission

Stephanie Choy, Program Manager III
Legal Services Trust Fund Program

SUBJECT: Equal Access Fund: Distribution of Funding for IOLTA-
Formula Grants and Partnership Grants under the Budget
Act of 2017

EXECUTIVE SUMMARY

Since 1999, the Judicial Council (the "Council") budget has included the Equal Access Fund ("EAF") to provide grants for free legal assistance to indigent Californians. These grants are made through the Legal Services Trust Fund Commission of the State Bar of California (the "Commission").

In 1999, the Judicial Council took action to implement this Fund, adopting procedures for the Chief Justice to appoint a third of the members of the Commission and approving the award of grants. The Council has approved the award of grants each subsequent year since 1999.

Each year the Equal Access Fund is distributed in two parts: 1) 90% of the funds are distributed according to the statutory Interest on Lawyers' Trust Accounts ("IOLTA") formula; and, 2) 10% of the funds are distributed as discretionary grants for joint projects between court and legal service programs to make legal assistance available to pro per litigants.

Summary of Current Grant Cycle

Pursuant to the Judicial Council's action last year, the Legal Services Trust Fund Program is currently overseeing 2017 EAF IOLTA-Formula and Partnership Grants:

- IOLTA-Formula Grants. The \$17,199,592 in IOLTA-Formula Grants allocated for the grant period has funded a wide range of legal services for low-income Californians. These grant funds were allocated according to a formula set forth in the IOLTA statute (Business & Professions Code sections 6210 et seq.) and pursuant to established procedures for determining eligibility and administering grants. Two categories of legal services providers are eligible for grants: “Qualified Legal Services Projects” and “Qualified Support Centers.”

A system of grant application, budget review, performance reports, and on-site visits is used to monitor compliance with grant requirements.

- Partnership Grants. The \$1,702,000 in Partnership Grants for calendar year 2017 funded 30 projects that enhance the ability of unrepresented litigants to pursue justice in civil courts across California. Only Qualified Legal Services Projects are eligible for Partnership Grants.

Distribution Request to the Council

Annually since the inception of the EAF in 1999, the Commission has presented the Council with recommendations for approval of EAF Grants prior to the start of the following grant year. This report requests the Judicial Council approve both EAF IOLTA-Formula Grants and Partnership Grants for the 2017-2018 year. Under the current grant timeline, Partnership Grants are reviewed first, and EAF IOLTA-Formula Grant budget proposals will be reviewed in October in conjunction with IOLTA budget proposals. At this time, we request the Council approve the distribution of \$26,009,401 in funds pursuant to the 2017 Budget Act, including residual funds, as follows:

IOLTA-Formula Grants. It is now timely and appropriate for the Council to approve the distribution of the IOLTA-Formula Grants in the total amount of \$23,152,922 which includes the Basic Budget Act allocation of \$18,352,800, projected filing fees of \$4,687,110 and \$113,012 in rounding adjustments and residual funds from 2017. The Commission has identified eligible or provisionally eligible legal services providers and in accordance with the IOLTA statute, calculated the appropriate allocation of funds available for EAF IOLTA-Formula Grants under the Budget Act of 2017. The Commission will review budgets to ascertain grantee compliance with the statute, rules and guidelines, prior to distribution of grant funds.

Partnership Grants. It is also timely and appropriate for the Council to approve the Commission’s recommendations for Partnership Grants under the Budget Act of 2017, to support grant activities during calendar year 2018 in the total amount of \$2,856,479, which includes the Basic Budget Act allocation of

\$2,039,200 and projected filing fees of \$520,790, and an additional \$296,489 from the set aside and interest earned last year. These discretionary grants are only available to programs already eligible for IOLTA funding, and are awarded after a careful review and analysis of grant proposals based on established criteria. Partnership Grants will, upon approval, be distributed to projects that have completed documentation as early in 2017 as practicable.

INTRODUCTION – THE BUDGET ACT

The Equal Access Fund, initially created by the Budget Act of 1999, has been continued in each subsequent Budget Act, including the Budget Act of 2017. Originally, a single general fund allocation for the Equal Access Fund was directed to the Council under each Budget Act, to be distributed in grants to legal services providers through the Legal Services Trust Fund Commission. As supplemented through a State Appropriations Limit, that general fund appropriation stayed at \$10,392,000 until in 2016 the general fund allocation was increased by \$5 million to \$15,392,000, and this year it is increased by an additional \$5 million to \$20,392,000.

Since 2005, this general fund allocation has been supplemented with revenues received through the Uniform Civil Fees and Standard Fee Schedule Act. That Act established a new distribution to the Equal Access Fund of \$4.80 per initial civil filing fee. Through these fees, the Equal Access Fund has been supplemented by amounts that have historically been as high as \$6,746,491, and as low as \$4,235,927 as filing fees have dropped significantly in the last few years. The sum projected to be received this year through filing fee revenue is estimated at \$5,207,900, net of administrative fees of \$274,100.

The State Bar requests a distribution totaling \$25,599,900 pursuant to the Budget Act of 2017, which is the sum of: (a) the basic budgetary allocation of \$20,392,000 pursuant to the Budget Act of 2017; and, (b) additional funding from the Uniform Civil Fees and Standard Fee Schedule Act, projected at \$5,207,900.

Additionally, an allocation of \$774,100 has been set aside for administrative costs of the Judicial Council and the State Bar, of which \$508,165 is for distribution to the Bar for the administration of these grants.

The distribution amount is based on an estimate of filing fee revenue. With respect to IOLTA-Formula and Partnership Grants, grantees will be reminded that if there should be a shortfall in filing fees, grants may be funded at less than 100%. This grant condition is stated in the Grant Agreement.

The budget control language establishes two kinds of Equal Access Fund grants: “IOLTA-Formula” grants and “Partnership” grants. The budget

also provides for funds for the cost of administration. Pursuant to the language of the Budget Act, distribution is as follows:

- Ninety percent of the grant funds are to be distributed to IOLTA-eligible legal services providers according to a formula set forth in California's Interest on Lawyers' Trust Accounts ("IOLTA") statute. Funds available for IOLTA-Formula grants, including residual and other minor adjustments of \$113,012, equal \$23,152,922.
- Ten percent of the grant funds are set aside for Partnership Grants to IOLTA-eligible legal services providers for "joint projects of court and legal services programs to make legal assistance available to pro per litigants." Funds available for Partnership Grants, including residual and interest funds from last year of \$296,489, equal \$2,856,479.

(The relevant portions of the Budget Act of 2017 are included in Attachment A1.)

THE LEGAL SERVICES GRANTS PROGRAM

For each year of the Equal Access Fund, the budget control language has provided for the funds to be distributed "to qualified legal services projects and support centers as defined in sections 6213 through 6215 of the Business and Professions Code." Those provisions of the IOLTA statute establish the basic eligibility requirements for these two categories of organizations that are entitled to receive funding:

- "Legal Services Projects," which have as their primary purpose the provision of legal services in civil matters directly to indigent clients without charge. [Business and Professions Code, §6213(a)]
- "Support Centers," which provide training, technical assistance and advocacy support to the legal services projects on a statewide basis. [Business and Professions Code, §6213(b)]

The fund helps the most vulnerable Californians when they face critical, life-changing legal issues affecting their basic needs, their safety, and their security – issues such as elder abuse, domestic violence, family support, housing or access to needed health care. Among those served are the working poor, children, people who live in isolated rural areas, veterans, those with limited English proficiency, people suffering abuse, people with disabilities and the frail elderly.

In March 2005, the Council submitted an extensive report to the Legislature evaluating the efficiency and effectiveness of the first five years of use of these funds. The report concluded that "nonprofit legal aid providers have efficiently and effectively used their grants to provide legal assistance to some of the most vulnerable Californians, but that there remains a tremendous unmet need." At the time, the Council reported

that the Equal Access Fund should be increased to build on the statewide legal aid network serving low-income people; that additional funding is needed to expand court-based self-help centers; and that ongoing evaluation is needed to continue to improve the delivery of legal assistance to indigent and marginalized Californians. We are pleased to report that last year the legislature increased funding by an additional \$5 million to help address the unmet need. That amount was increased to \$10 million for this year and the next. A huge gap yet remains between the amount of need for legal services, and the funding available to fill that need, but we are pleased with the additional funding to increase services.

Eligibility and Distribution

All Trust Fund grantees must be nonprofit corporations, must maintain quality control procedures approved by the commission, and must meet minimum funding and service criteria that are set out in the Business and Professions Code, §§6214-6215. The requirements regarding eligibility and use of funds are reflected in regulating rules and grant conditions approved by the State Bar Board of Trustees and incorporated into a written agreement with each grant recipient. To monitor compliance with these requirements, the Commission administers a system of grant reporting and oversight that includes written reports, regular personal contact and on-site visits.

Oversight begins with the annual application for funding. The application includes extensive information about the legal services provider's activities and services, accompanied by an annual financial statement that must be audited (or reviewed if gross expenditures are less than \$500,000) by an independent certified public accountant. Following the Commission's determination of eligibility and allocation of IOLTA-Formula Grant amounts, each applicant submits a proposed budget for use of the funds, with a narrative description of the services to be provided and how the efficacy and impact of those services will be measured and maximized. The Commission reviews this budget to ensure that it complies with the requirements described above before any funds are actually distributed. Subsequently grant recipients provide written reports of their expenditure of grant funds, services provided, and clients or customers served.

On-site visits supplement review of the application and budget documentation to monitor compliance with the statutory requirements and grant conditions as well as to evaluate provider effectiveness and monitor the provider's fiscal practices for the handling of grant funds. Teams of staff, sometimes joined by Commission members, conduct these visits on a three-year cycle.

In 2014, as part of comprehensive efforts to improve efficiencies, the Trust Fund Program took steps to synchronize its various grant calendars to a single grant year beginning January 1, 2015. In order to shift EAF Grants from its traditional October 1 start date, the transitional EAF Grant spanned five quarters beginning October 1, 2014 and

ending December 2015, with the October through December 2015 quarter based on projected funding from the 2015 Budget Act. The 2016 grant was then based on the remaining three quarters of funding from the 2015 Budget Act and one quarter of projected funding from the 2016 Budget Act. This straddling of a grant term over two Budget Acts has continued, and the 2018 EAF Grant will be based on the remaining three quarters of funds from the 2017 Budget Act, and projected funding for October through December 2018 from the 2018 Budget Act. Grant agreement wording provides that grant funding is contingent on the appropriation and availability of funds.

The Legal Services Trust Fund Commission oversees the distribution of these grant funds. The Chief Justice appoints one-third of the members of the Commission, plus three judicial advisors. All of the Judicial Council appointees participate actively in the Commission's work, with each serving or having served on one of its four standing committees, including the Eligibility and Budget Committee, responsible for grant eligibility and budget approval, and the Partnership Grant Committee responsible for selection of discretionary Partnership Grants. (Attachment A2 is a roster of Commission members who will begin their terms in October 2017. Committee assignments have not been made for the upcoming term, so a roster of members of the Eligibility and Budget, and Partnership Grant committees, responsible for oversight of the 2017 grant processes is attached.)

IOLTA-Formula Grants. Legal services providers have used the EAF IOLTA-Formula Grants for a wide range of services and activities that reflect both the legal needs of poor people and the special strengths of the participating programs. A substantial share of the efforts funded by these grants has been aimed at legal needs of children (adoptions, guardianships and children's access to health care, for example) or the elderly (abuse cases, nursing home evictions, home equity fraud). IOLTA-Formula Grants have also supported efforts to address the needs of families, including a range of services to help overcome barriers to self-sufficiency. Others have focused on populations that are particularly at risk, such as people with disabilities, veterans, the homeless, or victims of human trafficking.

The Budget Act requires 90 percent of the Equal Access Fund be distributed to qualified organizations under the same statutory allocation formula as IOLTA funds, consistent with sections 6216 through 6223 of the Business and Professions Code ("IOLTA-Formula Grants"). Business and Professions Code section 6216 establishes this formula:

- Fifteen percent of the grant money is reserved for Support Centers and is divided among those centers equally.
- The remaining eighty-five percent of the funds is allocated among all California counties based on poverty population, and then within each county among Legal Services Projects based on the

amount each such organization spent in the prior calendar year providing free legal services to the indigent in that county. Programs that utilize volunteers as their principal means of delivering legal services share an additional allocation in each county where they so qualify.

The IOLTA statute also addresses the use of funds by recipient organizations. Qualified Legal Services Projects must use grants to provide free civil legal services to indigent persons in the counties for which the funds are allocated. In addition, Legal Services Projects must make extra efforts to increase services to especially disadvantaged and underserved client groups within their service areas. Qualified Support Centers must publicize the availability of their services and demonstrate that they actually provide legal support without charge to qualified Legal Services Projects on a statewide basis. [Business and Professions Code, §§6218, 6220, 6221, 6223] A list of the 2018 grant recipients under the Budget Act of 2017 is Attachment A3.

Partnership Grants. Since its inception in 1999, 10% of the Equal Access Fund has been allocated for a competitive grants program for projects that work with local courts to help provide legal services for self-represented litigants. In 2017, 30 projects throughout California are receiving \$1,702,000 in total Partnership Grants, in grant sums from \$12,000 to \$82,000.

Partnership Grants are limited to organizations that have been found eligible by the Commission to receive IOLTA and IOLTA-Formula grants as “Qualified Legal Services Projects” under Business and Professions Code section 6213(b). Recipients are selected to “seed” new projects, and also to maximize the impact of this funding across areas of legal need, population types, and geographical regions. In the 2018 grant cycle, \$2,856,479, which includes funds from the Budget Act of 2017 and interest and residuals from prior years, is available for Partnership Grants.

Request for Proposals

The Request for Proposals for Partnership Grant projects for calendar year 2018 were released to legal services organizations and local court personnel in March and were due in May 2017, allowing two months to facilitate broader partnerships between legal services and court-based programs. (A copy of this RFP is attached as Attachment A4.) The Partnership Grants Committee carefully reviewed and discussed Partnership Grant applications and made recommendations to the full Commission for discussion at its July 7 meeting. Subsequent to that meeting, the legislature passed the Budget including the \$10 million enhancement to EAF funding, of which an additional \$1 million is available for Partnership Grants. In anticipation of this possibility, the Commission had agreed that should additional funding be available, it would open a second round of Partnership Grant funding to Shriver grant recipients to cover that unfunded portion of their Shriver proposal

that meets all Partnership Grant requirements.

Shriver grantees were notified of their option to submit a proposal for funding through the Partnership Grant process. Recognizing that Shriver proposals had already been vetted and approved by the Sargent Shriver Civil Counsel Implementation Committee, staff reviewed all additional Shriver proposals for Partnership Grant compliance, and the Partnership Grant committee met on August 8 to discuss the merits of those additional proposals. The Committee's final recommendations were brought to the full Commission for decision at its August 18 meeting.

All of the Partnership Grant funding recommendations are provided to the Council now. The Council has final responsibility for approving the Commission's recommendations for grant awards at its September 2017 meeting.

Selection Criteria

The Budget Act contains four essential elements for Partnership Grants:

- Recipients must be eligible for Legal Services Trust Fund Program grants.
- The funds must be used for joint projects of legal services programs and courts.
- The services must be for "indigent persons" as defined in the Trust Fund Program statute.
- The services must be for self-represented litigants.

In 1999, the Commission convened court staff, legal services program directors, and staff of the Judicial Council to work with Trust Fund Program staff to develop grant-making processes and set criteria for Partnership Grants. This group concluded, and the Commission concurred, that it was important to give courts and legal services programs considerable latitude to develop effective models to address the needs within their particular communities. Each round of grants was envisioned as funding a range of projects, including projects in both urban and rural areas and in larger and smaller counties, and those that address different areas of law. Grant projects should include both new and continuing projects, with an eye towards maximizing the impact of this funding across areas of legal need, population types, and geographical regions.

In 2008, the Partnership Committee of the Trust Fund Commission reviewed and substantially reaffirmed most of the practices and priorities it had developed over the years for allocating Partnership Grant funding. However, the Commission decided to soften the practice of terminating

funding after five years, and to consider continuation funding for a short additional time where exceptional and compelling circumstances so dictate, particularly in rural areas or where disasters have struck. This year, there is one project that is being funded to continue services beyond its fifth year; that project, serving the Mother Lode, is being funded into its seventh year because of its critical services in rural California. On August 18, 2017, the Commission voted to allow all programs to request funding beyond five years if they have demonstrated success through effective evaluation and are providing a needed service.

As in past years, we received proposals that span a wide range of substantive, procedural, technical and programmatic solutions. All proposals must include:

- A letter of support from the applicable court's presiding judge.
- A written Memorandum of Understanding between the legal services programs and the cooperating court indicating how the joint project, the court, and any existing self-help center, including the family law facilitator (as appropriate), will work together.
- A plan for an appropriate level of direct supervision of paralegals and other support staff by a qualified attorney.
- A plan to anticipate and meet the needs of litigants who are not within the legal services provider's service area or are ineligible for their services.
- A plan to address the needs of unrepresented litigants who do not meet the financial eligibility requirements (e.g., by providing general information in the form of local information sheets, videos, workshops, etc.).
- A clearly stated policy regarding administration of financial eligibility standards, and established protocols to observe that policy.
- Protocols to minimize conflicts of interest, or to address them as needed, and to ensure the impartiality of services.
- A plan for project continuity, including efforts to identify and secure additional funding within three years and to be free of Partnership support after five years.
- A multi-phase evaluation plan including such components as surveys, interviews, focus groups, courtroom observations, and file reviews, with a commitment to report on both qualitative and quantitative project results within three months of the end of the grant year.

Because all recipients of the Partnership Grants are organizations that already receive IOLTA and IOLTA-Formula Grants through the Legal

Services Trust Fund Program, they are already subject to requirements for oversight and reporting that are in place, including monitoring visits to each organization every three years. The Commission has been working for the past three years, with the support of Judicial Council staff, to develop evaluation and outcome data collection for reporting on extended legal services that are provided by grantees. We continue to review how brief services, such as many of the services provided in the Partnership context, can be evaluated better. As of now, each year, Partnership grantees are required to provide detailed reports on the implementation and performance of all projects, including service numbers, challenges, and any ideas for improvement of services.

Review and Selection Process

The Partnership Grants Committee is responsible for evaluating all Partnership Grant proposals and making funding recommendations to the full commission. (The judges participate fully during committee considerations; they also participate fully, but do not vote, in full commission deliberations.) A list of the 2017 incoming members of the Legal Services Trust Fund Commission and the current members of its Partnership Grants Committee is provided in Attachment A2.

Committee members were divided into staffed application review teams and each member was assigned primary responsibility to review several applications. After completing these individual reviews, teams met by conference call to review all assigned proposals and to discuss specific concerns and issues with respect to individual projects, which were then investigated by staff. The full committee then met on June 27, to identify promising proposals and develop preliminary grant awards based on individual and team evaluations. This meeting also identified additional issues for further investigation by Trust Fund staff. The committee met again on the mornings of July 7 and August 8 to reconsider and finalize its grant recommendations, which were presented to the full Commission for approval on August 18.

The Commission is satisfied that all grant proposals represent well-conceived projects that warrant support with Partnership Grant funding.

Overview of Applications and Proposed Grants

For the \$2,856,479 allocated to Partnership Grants, the Commission initially received 33 applications, joined by an additional nine applications from Shriver grantees to cover that portion of the Shriver grant applications that involves helping self-represented litigants at or near the courthouse. The Partnership Grant applications represent broad geographic diversity as well as diversity in substantive areas of law and the nature of services to be provided. After working with some of the grantees and their court partners, all of the applications were selected for funding, resulting in a total of 42 grant recommendations this year.

All of the recommended grants involve collaboration between at least one legal services program and one court. Some are creative partnerships among multiple legal services programs and courts. Some utilize technology to make services more accessible, and all are primarily located at, or in close proximity to, the courthouse. The recommended grants reflect a mix of geographic areas and program types. All include a high quality of work to be performed, high demand for services, and innovative approaches to maximize the impact of the grant. The Commission is requesting your approval for the following grant awards.¹

PROGRAM	PROJECT	RECOMMENDED PARTNERSHIP GRANT
Alameda County Bar Volunteer Legal Services	Unlawful Detainer Mediation Project	\$22,000
Alameda County Bar Volunteer Legal Services	Alameda County Family Law Day of Court Project	\$65,000
Bay Area Legal Aid	San Mateo County Consumer (Debt) Clinic	\$40,000
Bet Tzedek Legal Services	Self-Help Elder and Dependent Adult Restraining Order Clinic	\$80,000
California Rural Legal Assistance	San Luis Obispo County Rental Clinic for Self-Represented Litigants	\$45,000
Central California Legal Services	Guardianship Project	\$60,000
Central California Legal Services	Tenant/Landlord Housing Law Project	\$75,000
Community Legal Services in East Palo Alto	San Mateo County Unlawful Detainer Mandatory Settlement Conference	\$50,000
East Bay Community Law Center	Free Legal Assistance Self Help (FLASH) Clinic	\$80,000
Elder Law & Advocacy	Imperial County Unlawful Detainer/Elder Abuse Restraining Order Self-Help Clinic	\$68,000
Family Violence Law Center	Domestic Violence Pro Per Project	\$25,000
Inland Counties Legal Services	Family Law Self-Help Clinics (Talleres de derechos legales de familia)	\$82,000
Justice & Diversity Center of the San Francisco Bar	FLASH-CARE	\$65,000
Legal Aid Foundation of Los Angeles	Long Beach Self-Help Center	\$80,000
Legal Aid Society of Orange County	Consumer Debt Workshop	\$38,000

¹ Bolded items are new projects.

Attachment A: Equal Access Fund: Distribution of Funding for IOLTA-Formula Grants and Partnership Grants under the Budget Act of 2017

Legal Aid Society of Orange County	Estate Accounting Workshop & Clinic	\$30,000
Legal Aid Society of Orange County	Unlawful Detainer Workshop (Clinic) - NJC	\$49,000
Legal Aid Society of Orange County	Unlawful Detainer Workshop – Norwalk Court	\$66,000
Legal Aid Society of San Bernardino	Caregivers Accessing Justice	\$82,000
Legal Aid Society of San Diego	Civil Harassment & Elder Abuse Restraining Order Program at the HOJ	\$45,000
Legal Assistance for Seniors	Partnership to Assist Guardianship Litigants	\$65,000
Legal Services of Northern California - Mother Lode	Mother Lode Pro Per Project	\$60,000
Legal Services of Northern California - Sacramento (formerly Ukiah)	Elder Abuse Restraining Order Workshop Project in Sacramento County	\$32,000
Legal Services of Northern California - Yolo	Small Claims, Small Estates, and Guardianship Clinic in Yolo County	\$55,000
Neighborhood Legal Services	Chatsworth Self-Help Legal Access Center	\$120,000
Neighborhood Legal Services	Pasadena Unlawful Detainer Assistance Project	\$120,000
Pro Bono Project Silicon Valley	Mediation, Negotiation, and Settlement Project	\$70,000
Public Counsel	Guardianship Clinic	\$60,000
Public Law Center	Orange County Expanded Domestic Violence Assistance Project	\$40,000
Public Law Center	Orange County Courthouse Guardianship Clinic	\$60,000
Riverside Legal Aid	Small Estates Assistance Program	\$68,000
San Diego Volunteer Lawyer Program, Inc.	North County Civil Harassment/Unlawful Detainer Self-Help Clinic	\$95,000
Santa Clara University Alexander Law Center	Consumer Debt Clinic	\$68,000

Partnership Shriver Projects		
Central California Legal Services	CCLS EAP Shriver Project	\$54,229
Greater Bakersfield Legal Assistance	Partnership Shriver Grant	\$103,000
Justice & Diversity Center of the Bar Association of San Francisco	SASH Self Help	\$103,000
Legal Aid Foundation Of Santa Barbara	Santa Barbara County Shriver Partnership	\$103,000
Legal Aid Society Of San Diego	Unlawful Detainer Clinic Expansion Project	\$103,000
Legal Services Of Northern California	Housing Court Self-Help Project	\$21,250
Los Angeles Center For Law And Justice	Los Angeles Shriver Custody Project	\$103,000
Neighborhood Legal Services	Shriver LA Self Help Center	\$103,000
San Diego Volunteer Lawyer Program, Inc.	San Diego Shriver DV/Custody Project	\$103,000
Total Amount of All Recommended Partnership Grants Awards		\$2,856,479

A brief summary of each project is listed in Attachment A5.

NEXT STEPS: TRUST FUND COMMISSION AND JUDICIAL COUNCIL

Legal Services Trust Fund Commission

Based on the Budget Act, the Commission will provide grantees with tentative IOLTA-Formula Equal Access Fund Grant allocation amounts. Each grant recipient will be required to prepare a detailed line-item budget for its IOLTA Grant, and separately for its EAF IOLTA-Formula Grant. Those detailed budgets will be reviewed by Legal Services Trust Fund Program staff, and the Committee will review and make recommendations to the Commission for approval at its November 17 meeting. Thereafter, the State Bar will sign a grant agreement with each recipient program. (Attachment A6 is a form version of the grant agreements used for 2017 grants. No major changes have been proposed for this year's agreement.)

The period for distribution of EAF IOLTA-Formula Grants under the Budget Act of 2017 will be October 1, 2017, through September 30, 2018,

with the final quarter of the 2018 grant year to be funded by a quarter of next year's Budget Act allocation. Assuming timely administration of the contract, and receipt of funds from the State Controller's office, we will issue the first of four quarterly grant checks for distribution to recipients in late November.

The Commission, working through staff, will be responsible for the administration of these Equal Access Funds in tandem with IOLTA revenues and contributions to the Justice Gap Fund. The Commission will continue its oversight of the EAF Grant program, including through the onsite monitoring of programs every three years on a rotating basis. Along with the regular reporting already required for IOLTA Fund Grants, grant recipients provide separate quarterly expenditure reports for EAF IOLTA-Formula Grants.

The Trust Fund Program will continue to work closely with the Council staff to require appropriate evaluation of grant funding, and reports reflecting how the grants meet the statutory requirements and other guidelines, as well as information needed to assist the Council in budget preparation. Staff continue to encourage legal services providers to use evaluative tools to make critical assessments of their work and its impact on the communities they serve. Additionally, staff will continue to assess outcome reports and analyze the economic benefits from legal services as we strive to communicate the importance of including legal aid in the safety net for indigent people.

Judicial Council

The Budget Act provides that "the Judicial Council shall approve awards made by the commission if the Council determines that the awards comply with statutory and other relevant guidelines." It is now timely and appropriate for the Council to approve:

- The distribution of \$23,152,922 in IOLTA-Formula Grants based on \$23,039,910 from the Budget Act of 2017 and \$113,012 rounding adjustments and residual funds, for grants to legal services providers determined by the Commission to be in compliance with statutory and other applicable guidelines, in the amounts identified in Attachment A3. The funds will be released by the Council to the State Bar in four equal disbursements, and will be paid out to the eligible legal services programs quarterly (or as close to quarterly as possible depending on contract timing), for the period October 1, 2017 through September 30, 2018.
- The distribution of \$2,856,479 for Partnership Grants including \$2,559,990 from the Budget Act of 2017 and \$296,489 interest and residual funds, as set forth in detail in Attachment A5.

SUMMARY OF COUNCIL ACTION REQUESTED

In conclusion, it is timely and appropriate for the Council to approve, at its September 2017 meeting, a distribution of \$25,599,900 to the State Bar pursuant to the Budget Act of 2017, of which \$23,039,910 is allocated to IOLTA-Formula Grants and \$2,559,990 is allocated to Partnership Grants. Grant amounts distributed will include an additional \$409,501 in interest and previously undistributed amounts for a total of \$26,009,401, as set forth in detail herein. Council approval is necessary to enable timely distribution of funds for the period beginning October 1, 2017.

Assembly Bill No. 97
CHAPTER 14

An act making appropriations for the support of the government of the State of California and for several public purposes in accordance with the provisions of Section 12 of Article IV of the Constitution of the State of California, relating to the state budget, to take effect immediately, budget bill.

[Approved by Governor June 27, 2017. Filed with Secretary of State June 27, 2017.]

SECTION 1.00.

This act shall be known and may be cited as the “Budget Act of 2017.”

[....]

0250-101-0001—For local assistance, Judicial Branch.....27,753,000

Schedule:

(1) 0150010-Support for Operation of Trial Courts.....	6,201,000
(2) 0150051-Child Support Commissioner Program (AB 1058)	54,332,000
(3) 0150055-California Collaborative and Drug Court Projects	5,748,000
(4) 0150075-Grants—Other.....	1,586,000
(5) 0150083-Equal Access Fund.....	20,392,000
(6) Reimbursements to 0150051-Child Support Commissioner Program (AB 1058) ...	-54,332,000
(7) Reimbursements to 0150055-California Collaborative and Drug Court Projects	-4,588,000
(8) Reimbursements to 0150075-Grants—Other	-1,586,000

Provisions:

1. In order to improve equal access and the fair administration of justice, the funds appropriated in Schedule (5) 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. Ten 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 90 percent of the funds in Schedule (5) 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 6223, inclusive, of the Business and Professions Code.

[....]

**0250-101-0932—For local assistance, Judicial Branch, payable from the
Trial Court Trust Fund 2,405,526,000**

Schedule:

(1) 0150010-Support for Operation of Trial Courts 1,912,305,000
(2) 0150019-Compensation of Superior Court Judges..... 341,431,000
(3) 0150028-Assigned Judges..... 27,005,000
(4) 0150037-Court Interpreters 103,632,000
(5) 0150067-Court Appointed Special Advocate (CASA) program..... 2,213,000
(6) 0150071-Model Self-Help Program..... 957,000
(7) 0150083-Equal Access Fund.....5,482,000
(8) 0150087-Family Law Information Centers 345,000
(9) 0150091-Civil Case Coordination 832,000
(10) 0150095-Expenses on Behalf of the Trial Courts 11,325,000
(11) Reimbursements to 0150010-Support for Operation of Trial Courts -1,000

Provisions:

[....]

7. In order to improve equal access and the fair administration of justice, the funds appropriated in Schedule (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 6223, inclusive, of the Business and Professions Code.

8. Funds available for expenditure in Schedule (7) may be augmented by order of the Director of Finance by 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

Attachment A1: Relevant Portions of the Budget Act of 2017

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 his or her designee, may determine.

[....]

Legal Services Trust Fund Commission 2017-2018

<p>Corey N. Friedman, Co-Chair The Division of Occupational Safety & Health (Cal/OSHA) 455 Golden Gate Ave. 9th Floor San Francisco, CA 94102</p> <p>ph: (510) 286-0516 fx: (510) 286-7039 email: cfriedman@dir.ca.gov</p>	<p>Richard G. Reinis, Co-Chair Thompson Coburn 2029 Century Park East, Suite 1900 Los Angeles, CA 90067</p> <p>ph: (310) 282-2500 fx: (310) 282-2501 email: rreinis@thompsoncoburn.com</p>
<p>Christian Schreiber, Co-Vice-Chair Chavez & Gertler LLP 42 Miller Avenue Mill Valley, CA 94941</p> <p>ph: (415) 381-5599 fx: (415) 384-5572 email: christian@chavezgertler.com</p>	<p>Banafsheh Akhlaghi, Co-Vice-Chair NLSCA 35 Miller Avenue #113 Mill Valley, CA 94941</p> <p>ph: (925) 209-7136 email: bakhlaghi1600@gmail.com</p>
<p>Amin Al-Sarraf Glaser Weil LLP 333 S. Hope St., Suite 2610 Los Angeles, CA 90071</p> <p>ph: (310) 282-6286 fx: (310) 785-3586 email: aalsarraf@glaserweil.com</p>	<p>Fred Bailard Presidio Bank One Montgomery Street, Suite 2300 San Francisco, CA 94104</p> <p>ph: (415) 686-5537 fx: (415) 398-3111 email: fbailard@presidiobank.com</p>
<p>Kim Bartleson Superior Court of California, County of Humboldt 825 Fifth Street Eureka, CA 95501</p> <p>ph: (707) 869-1201 fx: (707) 445-7041 email: kimb@humboldtcourts.ca.gov</p>	<p>Hon. Louise Bayles-Fightmaster Fightmaster Mediation & Private Judging PO Box 1960 Windsor CA 95492</p> <p>ph: (707) 348-2464 email: lbfd@yahoo.com</p>
<p>Prof. Herman L. DeBose California State University, Northridge 18111 Nordhoff Street Northridge, CA 91330</p> <p>ph: (818) 677-3374 email: herman.debose@csun.edu</p>	<p>Prof. Rebecca Delfino Loyola Law School 919 Albany Street Los Angeles, CA 90015</p> <p>ph: (213) 736-1498 email: Rebecca.Delfino@lls.edu</p>
<p>J. Eric Isken Southern California Edison Company 2244 Walnut Grove Avenue Rosemead, CA 91770</p> <p>ph: 626-302-3141 fx: 626-302-6795 Email: j.eric.isken@sce.com</p>	<p>Parissh Knox Los Angeles City Attorney's Office Land Use Division 200 N. Main Street, CHE Rm 701 Los Angeles, CA 90012</p> <p>ph: (213) 978-8191 email: parissh.knox@lacity.org</p>

<p>Prof. James Meeker Department Criminology Law & Society University of California, Irvine 12 Thompson Court Irvine, CA 92617</p> <p>ph: (949) 233-0728 fx: (949) 824-3001 email: jwmeeker@uci.edu</p>	<p>Robert Planthold California Walks 1904 Franklin Street, #709 Oakland, CA 94612</p> <p>email: political_bob@att.net</p>
<p>LaQuita (Mary) Robbins Soothing Visitation 5850 Reo Terrace, Unit C San Diego, CA 92139</p> <p>ph: (619) 981-8649 hm/fx: (619) 470-9095 email: Squirt9515@gmail.com</p>	<p>Susan D. Ryan Superior Court of California, County of Riverside P. O. Box 1547 Riverside, CA 92502</p> <p>ph: (951) 777-3039 fx: (951) 777-3841 email: susan.ryan@riverside.courts.ca.gov</p>
<p>Kim Savage Law Office of Kim Savage 2625 Alcatraz Avenue, Suite 331 Berkeley, CA 94705</p> <p>ph: (510) 984-0464 fx: (562) 930-0003 email: kim@kimsavagelaw.com</p>	<p>Melanie Snider Superior Court of California, County of Butte 1775 Concord Avenue, Office 9 Chico, CA 95928</p> <p>ph: (530) 532-7186 email: msnider@buttecourt.ca.gov</p>
<p>Paul Staley Center for Community Self-Help 1330 Broadway Suite 604 Oakland, CA 94612</p> <p>ph: (510) 379-5524 fx: (510) 893-9300 email: Paul.Staley@self-help.org</p>	<p>Hon. John A. Sutro, Jr. P. O. Box 641 Kentfield, CA 94914</p> <p>ph: (415) 453-5878 fx: (415) 453-4465 email: jasutro@comcast.net</p>
<p>Christina S. Vanarelli Christina Vanarelli, Inc., APLC 674 County Square Drive, Suite 209C Ventura, CA 93003</p> <p>ph: (805) 233-7848 fx: (805) 456-0885 email: Christina@YourVenturaCountyLawyer.com</p>	<p><u>ADVISOR</u></p> <p>Hon. Michael J. Convey Superior Court of California, County of Los Angeles Stanley Mosk Courthouse 111 North Hill Street, Department 27 - Room 634 Los Angeles, CA 90012</p> <p>ph: (213) 974-5891 (courtroom) email: mjconvey@lasuperiorcourt.org</p>
<p><u>ADVISOR</u></p> <p>Hon. William J. Murray, Jr. Associate Justice of the Court of Appeal Third Appellate District 914 Capitol Mall, 4th Floor Sacramento, CA 95814</p> <p>ph: 916-654-0115 email: william.murray@jud.ca.gov</p>	<p><u>ADVISOR</u></p> <p>Hon. Brad Seligman Superior Court of California, County of Alameda 24405 Amador Street, Department 504 Hayward, CA 94544</p> <p>email: bseligman@alameda.courts.ca.gov</p>

**LEGAL SERVICES TRUST FUND COMMISSION
COMMITTEE ASSIGNMENTS
2016 - 2017**

Eligibility and Budget Committee

Adrian Dollard, Co-Chair (2019)	LaQuita Robbins (2019)
Pariss Knox, Co-Chair (2019)	Kim Savage (2018)
Banafsheh Akhlaghi (2019)	Richard Reinis (2018)
Bob Planthold (2019)	Melanie Snider (2019)
Herman De Bose (2017)	Judge Jack Sutro, Jr. (2018)

Partnership Grants Committee

Christina Vanarelli, Co-Chair (2018)	Justice William Murray (2019)
Christian Schreiber, Co-Chair (2019)	Susan Ryan (2018)
Louise Bayles-Fightmaster (2019)	Tania Ugrin-Capobianco (2017)
Judge Michael Convey (2018)	

Nominations Committee

Richard Reinis, Co-Chair (2018)	Adrian Dollard (2019)
Kim Savage, Co-Chair (2018)	Christian Schreiber (2019)
Banafsheh Akhlaghi (2019)	

Bank Grants Committee

Melanie Snider, Chair (2019)	Kim Savage (2017)
Herman DeBose (2017)	Judge Brad Seligman (2017)
Luke Liss (2017)	Paul Staley (2018)
Fred Bailard (2019)	Jim Meeker (2019)

Rebooting IOLTA Task Force – Outside Committee

Corey Friedman, Chair (2018)
Jim Meeker (2019)

Attachment A3: Comparison of IOLTA and IOLTA-Formula EAF Grants for Calendar Year 2018

Organization	EAF Grant Allocations	IOLTA Grant Allocation
Advancing Justice - Asian Law Caucus	\$112,040	\$67,800
Advancing Justice-Los Angeles	\$729,380	\$441,330
Affordable Housing Advocates	\$11,550	\$6,990
Aids Legal Referral Panel	\$25,450	\$15,390
Alameda County Bar Volunteer Legal Services	\$43,970	\$26,610
Alameda County Homeless Action Center	\$88,260	\$53,400
Alliance for Children's Rights	\$410,330	\$248,280
Asian Pacific Islander Legal Outreach	\$97,960	\$59,250
Bay Area Legal Aid	\$430,330	\$260,380
Bet Tzedek Legal Services	\$580,860	\$351,460
California Advocates for Nursing Home Reform	\$157,861	\$95,518
California Indian Legal Services	\$216,890	\$131,250
California Rural Legal Assistance Foundation	\$157,861	\$95,518
California Rural Legal Assistance, Inc.	\$1,693,360	\$1,024,570
California Women's Law Center	\$157,861	\$95,518
Casa Cornelia Law Center	\$183,830	\$111,240
Center for Gender and Refugee Studies - California	\$157,861	\$95,518
Center for Health Care Rights	\$109,380	\$66,180
Center for Human Rights and Constitutional Law	\$157,861	\$95,518
Central California Legal Services	\$876,240	\$530,190
Centro Legal de la Raza	\$110,130	\$66,640
Chapman University Family Protection Clinic	\$44,830	\$27,130
Child Care Law Center	\$157,861	\$95,518
Coalition of California Welfare Rights Organizations	\$157,861	\$95,518
Community Legal¹	\$14,030	\$8,480
Community Legal Services in East Palo Alto	\$114,740	\$69,420
Contra Costa Senior Legal Services	\$22,330	\$13,510
Disability Rights California	\$2,150,220	\$1,301,040
Disability Rights Education and Defense Fund	\$157,861	\$95,518
Disability Rights Legal Center	\$127,850	\$77,360
East Bay Community Law Center	\$119,210	\$72,130
Elder Law & Advocacy	\$120,360	\$72,830
Family Violence Appellate Project	\$157,861	\$95,518
Family Violence Law Center	\$25,470	\$15,410
Greater Bakersfield Legal Assistance	\$466,040	\$281,980
Harriett Buhai Center for Family Law	\$137,740	\$83,350
IELLA Legal Aid Project	\$102,470	\$62,000
Immigrant Legal Resource Center	\$157,861	\$95,518
Impact Fund	\$157,861	\$95,518
Inland Counties Legal Services	\$1,096,840	\$663,670
Inner City Law Center	\$216,150	\$130,790
Justice & Diversity Center of the Bar Association of San Francisco	\$94,400	\$57,120
Justice in Aging	\$157,861	\$95,518
La Raza Centro Legal	\$25,650	\$15,540
LACBA Counsel for Justice	\$84,860	\$51,340

¹ Bolded items are new programs

Attachment A3: Comparison of IOLTA and IOLTA-Formula EAF Grants for Calendar Year 2018

Organization	EAF Grant Allocations	IOLTA Grant Allocation
Law Foundation of Silicon Valley	\$272,980	\$165,170
Lawyers' Committee for Civil Rights	\$154,960	\$93,750
Learning Rights Law Center	\$101,930	\$61,680
Legal Aid at Work	\$286,220	\$173,160
Legal Aid Foundation of Los Angeles	\$844,350	\$510,900
Legal Aid Foundation of Santa Barbara	\$88,240	\$53,390
Legal Aid of Marin	\$37,690	\$22,810
Legal Aid of Sonoma County	\$88,950	\$53,820
Legal Aid Society of Orange County	\$605,670	\$366,470
Legal Aid Society of San Bernardino	\$216,620	\$131,070
Legal Aid Society of San Diego	\$603,570	\$365,210
Legal Aid Society of San Mateo County	\$71,510	\$43,270
Legal Assistance for Seniors	\$28,990	\$17,540
Legal Assistance to the Elderly	\$10,760	\$6,510
Legal Services for Children	\$57,710	\$34,920
Legal Services for Prisoners with Children	\$157,861	\$95,518
Legal Services for Seniors	\$69,660	\$42,150
Legal Services of Northern California	\$1,011,110	\$611,820
Los Angeles Center for Law and Justice	\$96,230	\$58,230
McGeorge Community Legal Services	\$66,420	\$40,190
Mental Health Advocacy Services	\$52,820	\$31,960
National Center for Youth Law	\$157,861	\$95,518
National Health Law Program	\$157,861	\$95,518
National Housing Law Project	\$157,861	\$95,518
National Immigration Law Center	\$157,861	\$95,518
Neighborhood Legal Services	\$660,550	\$399,690
New American Legal Clinic	\$47,650	\$28,830
OneJustice	\$157,861	\$95,518
Positive Resource Center	\$43,330	\$26,220
Prison Law Office	\$750,400	\$454,090
Pro Bono Project Silicon Valley	\$45,720	\$27,670
Public Advocates Inc.	\$257,090	\$155,570
Public Counsel	\$980,450	\$593,240
Public Interest Law Project	\$157,861	\$95,518
Public Law Center	\$510,940	\$309,160
Riverside Legal Aid	\$130,880	\$79,190
San Diego Volunteer Lawyer Program	\$209,450	\$126,730
San Luis Obispo Legal Assistance Foundation	\$21,000	\$12,710
Santa Clara County Asian Law Alliance	\$48,800	\$29,530
Santa Clara University Alexander Law Center	\$39,160	\$23,690
Senior Adults Legal Assistance	\$24,250	\$14,680
Senior Citizens Legal Services	\$26,590	\$16,090
UC Davis School of Law Legal Clinics	\$90,280	\$54,640
USD School of Law Legal Clinics	\$111,630	\$67,550
Veterans Legal Institute	\$24,910	\$15,070
Voluntary Legal Services Program of Northern California	\$126,490	\$76,540
Wage Justice Center	\$38,950	\$23,570
Watsonville Law Center	\$23,750	\$14,370

Attachment A3: Comparison of IOLTA and IOLTA-Formula EAF Grants for Calendar Year 2018

Organization	EAF Grant Allocations	IOLTA Grant Allocation
Western Center on Law and Poverty	\$157,861	\$95,518
Worksafe, Inc.	\$157,861	\$95,518
Youth Law Center	\$157,861	\$95,518
Yuba-Sutter Legal Center for Seniors	\$18,170	\$10,990
Total	\$23,152,922	\$14,009,296

PARTNERSHIP GRANT REQUEST FOR PROPOSAL REQUIREMENTS

I. BACKGROUND INFORMATION

The State Budget Act allocates funds to the Equal Access Fund “*to improve equal access and the fair administration of justice.*” The Equal Access Fund is given to the Judicial Council to be distributed through the State Bar of California’s Legal Services Trust Fund Program (LSTFP). Ten percent of the funds available for distribution will support Partnership Grants to legal services programs for “*joint projects of courts and legal services programs to make legal assistance available to pro per litigants.*”

Unlike IOLTA grants, Partnership Grants are awarded through a competitive process. The Legal Services Trust Fund Commission (Commission) reviews Partnership Grant applications and makes recommendations regarding funding to the Judicial Council. Grants are awarded for a one-year period commencing January 1. Historically, grants have been awarded in the range of \$25,000 to \$80,000.

Partnership Grants are intended to be seed money to support projects that will eventually be funded from other sources of revenue. Applicants must describe plans for obtaining funding from other sources to support these projects. Funding is typically reduced in the third, fourth, and fifth years in which an applicant is approved for a grant. The Commission will not provide Partnership Grant funding for the same project for more than five years except under extraordinary circumstances, such as in rural areas where the need is particularly high, yet alternative funding is unavailable, or to serve areas hit by disaster.

II. ELIGIBILITY REQUIREMENTS FOR PARTNERSHIP GRANTS

There are four basic eligibility requirements for Partnership Grants:

1. Qualified Legal Services Projects (QLSPs). Only QLSPs are eligible to apply for Partnership Grants (Business & Professions Code 6210 et seq.).
2. Joint Court/Legal Services Program Projects. Proposals must be for projects jointly developed and implemented by courts and legal services programs, and, except in rare circumstances, services must be delivered at or near the courthouse.
3. 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).
4. Self-Represented Civil Litigants in State Court. Use of Partnership Grant funds is restricted to providing assistance to individuals who are pursuing matters in state court without representation by counsel. These funds cannot be used to make court appearances on behalf of litigants.

III. SELECTION CRITERIA FOR PARTNERSHIP GRANTS

The Commission has full discretion to recommend grant awards based on its analysis of the need within the communities to be served, the extent to which the proposal addresses all the issues identified in the RFP, and consideration to fund a range of projects that represent diverse geographic areas, substantive issues, and client constituencies. Decisions of the Commission, as approved by the Judicial Council, are final. There is no appeals process.

In its review, the Commission will consider how effectively the proposal addresses the following issues:

1. Impact of Services. The project must address the needs of the targeted population and achieve meaningful and timely outcomes.
2. Collaboration with Cooperating Court. The project must be jointly undertaken with the court. The Commission will consider the extent to which the applicant and cooperating court will collaborate on this project to achieve access for self-represented litigants.
3. Integration with Court-Based Services. The applicant's services, or planned services, should be integrated with other court-based services, including the Family Law Facilitator, self-help centers, and other offices of the cooperating court.
4. Court's Impartiality. The proposal must ensure the court's independence and impartiality. If the project's services are to be reserved for only one litigant role, such as petitioners but not respondents, or defendants but not plaintiffs, the applicant must demonstrate that it has thoroughly explored all the implications of this decision with the court, and identified alternate legal resources that can provide equivalent levels of assistance to the opposing parties.
5. Conflict of Interest. If the project establishes an attorney-client relationship with the self-represented litigants, it must provide meaningful referrals for individuals who are not eligible to use the services because they present a conflict of interest for the project.
6. Information and Referrals. The project must address the methods by which it will provide information and referrals to litigants who are not eligible to use its services for any reason.
7. Additional Support. In anticipation of the eventual reduction or termination of Partnership Grant support, the applicant must diligently pursue other means for continuing the project. The Commission will consider efforts to pursue other sources of funding and support, as well as contributions actually received, such as commitments of the program's general operating revenue, recruitment of pro bono volunteers, and in-kind support.
8. Evaluation. All applicants must incorporate evaluation plans into their Partnership Grant proposal and complete a Year-End Evaluation Report.

Attachment A4: Partnership Grant Request for Proposal for 2018 Funding

Grant Year: 2018

Due Date: May 3, 2017 5:00pm PST

Prepared by: Test Account

Project Title: **Partnership Example Project**
Program Name: **Test BriCo Legal Services234**
Applicant Title: **Test**
Address: **180 Howard Street 5th Floor**
City: **SanFrancisco**

Email: **tiffany.woon@gmail.com**
Contact Phone: **415-538-2000**

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

Open the tabs and complete the fields on forms A through F as concisely and completely as possible. Only questions marked with an asterisk (*) are mandatory to submit the application. However, providing complete answers to all questions will help minimize follow-up and may reduce the proposal's likelihood of being denied.

1. Application Contact:

Job Title:

Email:

Telephone:

County(ies) Served by this
Project

3. Total Amount Requested:

Partner Court(s) and Project Location(s)

Partner Court	Name of Location	Address	On-Site Days/Hours	Total Hours/Month
---------------	------------------	---------	--------------------	-------------------

Marin County
Superior Court

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

Yes

a. Select Project for Refunding

b. Current Project Summary

If applying to fund a continuing project that is currently in operation, please include a brief 150-word summary of the progress made to date in the current year. (This can include highlights, benchmarks, activities, metrics, challenges, etc.).

c. Is this project similar to a previously funded partnership grant project? If so, what is different about the current proposed project?

6. Project Abstract: Provide a brief description of the core aspects of your proposed grant project. This abstract will be submitted in summaries provided to the Legal Services Trust Fund Commission and the Judicial Council.

Form B - Project Description

Answer the following questions as concisely as possible. The answers must be self-contained. Do not refer the reader to any other documents.

1. Program's Qualifications. What is the applicant program's experience providing assistance to self-represented litigants, including court-based services?

2. 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.

3. Types of Services to be Provided.

a. Describe the legal issues to be addressed, and the type and level of services to be offered by the project. How will the planned services address the needs identified?

b. Identify any new resource materials to be developed, the individual(s) who will be responsible for preparing those materials, and how they differ from materials already posted, i.e., at

www.courts.ca.gov , www.lawhelpca.org or www.CAlegaladvocates.org.

c. Describe language capabilities among staff and any plans for developing resource materials in multiple languages. If the service population includes persons who are monolingual in a language staff does not speak, explain how the project will ensure services are available to those persons.

d. Describe how you will communicate the availability of services to litigants and the community.

e. Provide information about current and planned collaboration on this project with other legal services programs and other types of organizations in the community.

f. What changes have been made to the project since it was first funded with a Partnership Grant and why? (applicants for refunding only)

4. Goals and Objectives.

1. Total number of workshops provided annually:

Attachment A4: Partnership Grant Request for Proposal for 2018 Funding

2. Total number of individuals served through these workshops annually:

3. Total number of individuals who received one-on-one services annually (not including family members and others impacted):

Services and Resources	Goal	
	# of Workshops/Annually	# of Individuals/Annually

Information on Substantive Legal Options

Information on General Court Processes and Procedure

Document Preparation or Review

Trial/Hearing Preparation

Other (describe in Question 4b)

Individually-Delivered (one-on-one) Services	# of Individuals/Annually
--	---------------------------

Information on Substantive Legal Options

Information on General Court Processes and Procedure

Document Preparation or Review

Filing Assistance

Mediation/Settlement Assistance

Trial/Hearing Preparation

Post-Trial/Hearing Assistance

Other (describe in Question 4b)

Other Services	# of resource materials	# distributed
----------------	-------------------------	---------------

Resource Materials

Other (describe in Question 4b)

b. Describe services identified above as "Other." If any of the other numbers in the chart above require explanation, provide the additional explanatory text here.

c. Identify any anticipated goals for the project not quantified in the chart above.

d. If you will be providing workshops, please describe the format for those workshops. For example, discuss whether you will utilize video conference, or online document assembly. What is the goal of each workshop and how do you hope the customer will benefit?

Attachment A4: Partnership Grant Request for Proposal for 2018 Funding

5. Location.

a. Services must be provided at the courthouse except in rare circumstances. Will services be provided at the courthouse?

No

b. Will all services strictly be provided at the project site?

No

If no, what services will be provided or completed off-site?

6. Quality Control, including Supervision.

a. Describe the staffing and supervisory structure for the project, identifying key personnel if possible. If onsite supervision is not possible for project staff, describe the steps that will be taken to ensure the highest levels of quality control.

b. If the project is designed to utilize volunteers, indicate whether these will be attorneys, paralegals, law students, etc. Describe the work volunteers will undertake and explain how they will be trained and supervised.

c. If the project includes document preparation, how will the project ensure that documents are completed correctly? Will the documents be reviewed by project staff, and if so, who will conduct the review, and when will the review be conducted?

d. If a sub-grant of any Partnership Grant funds is envisioned, provide details for that arrangement, including plans for oversight and evaluation of the services provided by the sub-grantee.

7. Income Eligibility Guidelines. Explain how the project will verify income eligibility to ensure that Partnership Grant funds are only used to serve indigent individuals. (B&P Code 6213(d))

8. Attorney-Client Relationship.

a. Do you plan to establish an attorney-client relationship?

No

c. If no, explain how litigants will be made aware of the scope of services to be provided and how customers will be informed that an attorney-client relationship will not be established.

9. Impartiality of the Court.

a. Do you expect to serve only one party or side of a matter?

Yes

b. If yes, which party or side of the matter do you plan to serve?

c. If yes, explain why the project has established this limitation. What steps have been taken to explore all implications of this decision, and address any risk of an appearance of impropriety on the court's part?

10. Alternative Services. Describe the methods to be used to screen for subject matter eligibility, and explain how the project will otherwise address the needs of unrepresented litigants. What information will be available for litigants who are ineligible for

Attachment A4: Partnership Grant Request for Proposal for 2018 Funding

services due to income, subject matter, or residency? If the plan is to provide referral, explain how referrals will be made in situations where the project cannot provide services, such as serving only one party, lack of resources to provide service to all who seek it, or where a conflict arises.

11. Collaboration and Partnership with the Court.

a. Identify the general areas of responsibility that the court has agreed to assume.

b. Describe plans for meeting with court personnel to discuss both substantive and logistical issues as they arise. Coordination meetings should be scheduled no less often than quarterly and should be conducted with formal agendas.

12. Timetable. Describe the proposed timetable for implementation of the project by quarter for the grant year. (new projects only)

13. Evaluation. Provide a detailed plan describing how the project's services will be evaluated. The plan should include both an assessment of the benefit of the project's services for those seeking assistance, as well as the impact of funded services on the court. Identify the specific methodologies you will use to evaluate and improve services, e.g., interviews with self-represented litigants, court personnel or other partners, surveys, case file review, etc.

14. Project Continuity.

a. Typically grants will be reduced after three years of operation, and will not be funded for more than five years. Describe plans to obtain other sources of funding to cover a portion of the project's costs after three years of operation.

b. List all funding sources that have been approached in the last twelve months, the amounts requested, and the revenue actually raised for project operations. Specifically identify any funds that were obtained by leveraging the Partnership Grant.

c. Grants are awarded after the fifth year of funding only in rare and exceptional circumstances. Any applicant seeking funding beyond the fifth year must describe the circumstances that justify continued funding. (projects past fifth year of funding only)

Form C - Project Budget

Click on the Open button below to enter the project budget information. For detailed instructions on completing the project budget and budget narrative, including a description of each line item, refer to the Application Instructions. Click on the Application Instructions button above.

Account Title	Proposed Partnership Grant	Other Trust Fund Monies	Other Funding (Non-Trust Fund Monies)	Total
Personnel				
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

Attachment A4: Partnership Grant Request for Proposal for 2018 Funding

5. Employee Benefits	\$0	\$0	\$0	\$0
6.TOTAL PERSONNEL	\$0	\$0	\$0	\$0
Non-Personnel				
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. Audit	\$0	\$0	\$0	\$0
18. Evaluation	\$0	\$0	\$0	\$0
19. Contract Service to Clients	\$0	\$0	\$0	\$0
20. Contract Service to Organization	\$0	\$0	\$0	\$0
21. Other	\$0	\$0	\$0	\$0
22. TOTAL NON-PERSONNEL	\$0	\$0	\$0	\$0
TOTAL AMOUNT OF FUNDS	\$0	\$0	\$0	\$0

Project Staff	FTEs - Partnership Grant	FTEs - Other Trust Fund Monies	FTEs - Other Funding	FTEs Total
---------------	--------------------------	--------------------------------	----------------------	------------

1. Lawyers

Total Lawyers

2. Paralegals

Total Paralegals

3. Other Staff

Attachment A4: Partnership Grant Request for Proposal for 2018 Funding

Total Other Staff

TOTAL PERSONNEL(in FTEs)

Form D - Budget Narrative

Provide an explanation for each line item in the project budget, including the basis for allocations. While the Project Budget form does not include the value of in-kind support, please include any significant in-kind support, such as the use of court facilities or equipment, in the budget narrative. Any expenses entered under Contract Service to Clients (row 19), Contract Service to Organization (row 20), and Other (row 21), must be itemized and explained.

Personnel

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

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. Audit	0	
18. Evaluation	0	
19. Contract Service to Clients	0	
20. Contract Service to Organization	0	
21. Other	0	

Attachment A4: Partnership Grant Request for Proposal for 2018 Funding

22. TOTAL NON-PERSONNEL	0
TOTAL AMOUNT OF FUNDS	0

Form E - Project Assurances

Please download the Assurances document and upload a signed copy below. Please upload PDF files only.

Upload Signed
Assurances Document:

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.

Upload Letter(s) of
Support:

Upload MOU(s):

Your MOU should
contain:

- a. Project Title
- b. Court Served
- c. MOU Termination
Date (or related
conditions such as
"Continuing")
- d. Each Party's Duties
and Responsibilities

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a 1-5 word description of the file.

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
1.	ALAMEDA COUNTY BAR VOLUNTEER LEGAL SERVICES	Unlawful Detainer Mediation Project	Alameda	Returning	This project helps self-represented litigants resolve eviction matters quickly and fairly, with assistance from a trained neutral mediator. Volunteer mediator oversight is provided by the Court's Self-Help Center, the CEO of VLSC and the VLSC Manager.	\$22,000
2.	ALAMEDA COUNTY BAR VOLUNTEER LEGAL SERVICES	Alameda County Family Law Day of Court Pilot Project	Alameda	Returning	This project supports litigants on the self-represented litigant Request For Order calendars at the Hayward Hall of Justice. Volunteer attorneys will support self-represented litigants; an on-site VLSC staff attorney (the "FLDOC Supervisor") will provide oversight and support to the volunteers.	\$65,000
3.	BAY AREA LEGAL AID	San Mateo County Consumer (Debt) Clinic	San Mateo	Returning	Weekly clinics help consumers avoid illegal, unfair, and fraudulent tactics often employed by debt collectors, using a Know-Your-Rights presentation followed by one-on-one meetings with a staff attorney, supervised law student, or pro bono attorney to assist litigants with preparing and filing answers, settlement negotiations, discovery responses and motions, and responses to dispositive motions.	\$40,000
4.	BET TZEDEK LEGAL SERVICES	Self-Help Elder and Dependent Adult Restraining Order Clinic	Los Angeles	Returning	This project is the first Self-Help Elder and Dependent Adult Restraining Order Clinic in Los Angeles County. It will expand in 2018 by partnering with UCLA Law School to offer clinical placement, collaborating with the court on Guide and File, and working with APS social workers to file on behalf of incapacitated victims. Future plans include exploring remote service options.	\$80,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
5.	CALIFORNIA RURAL LEGAL ASSISTANCE INC.	San Luis Obispo County Rental Clinic for Self-Represented Litigants	San Luis Obispo	Returning	At CRLA's Rental Clinic, the Clinic Attorney reviews the entire eviction and unlawful detainer process is explained, including the summons, complaint, and answer, potential affirmative defenses, and timelines. Litigants receive information on security deposits, habitability issues, and tenants' rights against housing discrimination both at walk-in hours and in workshop formats.	\$45,000
6.	CENTRAL CALIFORNIA LEGAL SERVICES	Guardianship Project	Fresno	Returning	The Guardianship Project provides clinics to assist low-income self-represented litigants in Fresno County obtain a guardianship for minor children, in conjunction with the Fresno County Public Law Library. Litigants receive detailed guidance in completing required forms, and clinic staff review completed forms for accuracy and thoroughness.	\$60,000
7.	CENTRAL CALIFORNIA LEGAL SERVICES	Tenant/Landlord Housing Law Project	Fresno	Returning	This project provides individualized assistance from project staff and volunteers to both self-represented tenants and landlords, in completing Judicial Council forms. Litigants receive information on tenant/landlord rights and responsibilities; the UD process; and how to prepare for court.	\$75,000
8.	COMMUNITY LEGAL SERVICES IN EAST PALO ALTO	San Mateo County Unlawful Detainer Mandatory Settlement Conference	San Mateo	Returning	This project provides individualized, on-site legal guidance and negotiation assistance to pro-per tenants in mandatory settlement conferences; a contract attorney offers assistance to self-represented indigent landlords. Tenants receive negotiation assistance from attorney trained from a network of corporate legal departments and law firms.	\$50,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
9.	EAST BAY COMMUNITY LAW CENTER	Free Legal Assistance Self Help (FLASH) Clinic	Alameda	Returning	FLASH clinics provide self-help information and support regarding clean slate legal services for both criminal record remedies and traffic court legal issues.	\$80,000
10.	ELDER LAW & ADVOCACY	Imperial County Unlawful Detainer Clinic	Imperial	Returning	This project provides information and assistance in preparing requisite forms for their unlawful detainer and elder abuse restraining order matters, through both direct assistance and weekly workshops.. The project is operated in partnership with California Rural Legal Assistance (CRLA) and services will be provided by EL&A and CRLA staff and volunteers.	\$68,000
11.	FAMILY VIOLENCE LAW CENTER	Domestic Violence Pro Per Project	Alameda	Returning	This project is a collaboration with Volunteer Legal Services Corporation of the Alameda County Bar Association (VLSC), providing assistance to pro per domestic violence litigants in Southern Alameda County through joint weekly Petitioner Clinics staffed by a Spanish-speaking staff attorney, law clerks, and VLSC pro bono attorney. VLSC will assist respondents through existing family law clinics on a space-available basis.	\$25,000
12.	INLAND COUNTIES LEGAL SERVICES	Family Law Self-Help Clinics (Talleres de derechos legales de familia)	Riverside	Returning	This project provides self-represented litigants with counsel and advice and document preparation assistance in subject areas including domestic violence, parentage-custody and support and dissolution of marriage, for both Pre-Hearing and Post Hearing concerns, as well as the mediation process. Evening service hours facilitate use by a wider constituency.	\$82,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
13.	JUSTICE & DIVERSITY CENTER OF THE SAN FRANCISCO BAR	Family Law Assisted Self Help/Case Resolution (FLASH/CARE)	San Francisco	Returning	This project provides legal assistance at the Case Resolution Conference Calendar and the Status Setting Calendar, where inactive family law cases are moved toward more timely dispositions and SRLs are helped to prepare for trial. The FLASH Attorney and volunteers provide one-on-one appointments and conduct Mandatory Settlement Conference Statement workshops where SRLs are assisted in preparing for their Mandatory Settlement Conferences.	\$65,000
14.	LEGAL AID FOUNDATION OF LOS ANGELES	Long Beach Self-Help Center	Los Angeles	Returning	This project provides workshops and individual assistance to self-represented litigants in family law, restraining orders, landlord/tenant law and other civil matters. In 2018, it will expand services by providing this legal information and these resource materials online, in Spanish and Asian Pacific Islander threshold languages.	\$80,000
15.	LEGAL AID SOCIETY OF ORANGE COUNTY	Consumer Debt Workshop	Los Angeles	Returning	This project provides a weekly workshop conducted by an LASOC staff or contract attorney, a bilingual paralegal and one or more counselors well versed in Debt Collection law and processes. Litigants will learn about debt collection practices, providing guidance through the process no matter at which stage they seek assistance.	\$38,000
16.	LEGAL AID SOCIETY OF ORANGE COUNTY	Estate Accounting Workshop & Clinic	Orange	Returning	Monthly Estate Accounting Workshops and Clinics provide pro per litigants with important information about the estate accounting requirements of conservatorships of the estate, probates of the estate, and guardianships of the estate. Comprehensive services will range up to full representation.	\$30,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
17.	LEGAL AID SOCIETY OF ORANGE COUNTY	Unlawful Detainer Workshop (Clinic) – NJC	Orange	Returning	This project offers three weekly workshops for pro per litigants seeking to file responses and other pleadings. A LASOC staff attorney and volunteers provide pro per litigants an overview of the eviction process and assistance in completing appropriate forms.	\$49,000
18. ¹	LEGAL AID SOCIETY OF ORANGE COUNTY	Unlawful Detainer Workshop – Norwalk Court	Los Angeles	New	This project serves pro per tenants and landlords with Unlawful Detainer/Eviction matters through three workshops each week, two for tenants and one for landlords. Staffed by a LASOC staff attorney and volunteers, the workshops will provide pro per litigants an overview of the eviction process and assistance in completing appropriate forms.	\$66,000
19.	LEGAL AID SOCIETY OF SAN BERNARDINO	Caregivers Accessing Justice	San Bernardino	New	This project assists Pro Se litigants on Probate Guardianship and Conservatorship cases through educational workshops and paralegal services: An attorney presents monthly workshops on the powers and limitations of Guardians or Conservators, procedural requirements, and accountings. These workshops provide advice based upon the litigants' specific case details. Paralegal services will allow immediate correction of deficiencies in pleadings.	\$82,000
20.	LEGAL AID SOCIETY OF SAN DIEGO	Civil Harassment and Elder Abuse Restraining Order at the HOJ	San Diego	Returning	This program assists self-represented litigants who need to petition for or respond to a Civil or Elder Abuse Restraining Order, explaining legal options to combat violence in local neighborhoods, nursing homes, and schools with facilitator-like services and helping litigants complete necessary paperwork.	\$45,000

¹ Bolded items are new projects.

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
21.	LEGAL ASSISTANCE FOR SENIORS	Partnership to Assist Guardianship Litigants	Alameda	Returning	This project is a collaboration with Volunteer Legal Services Corporation of the Alameda County Bar Association (VLSC) to assist pro per litigants in guardianship cases, including temporary petitions, general petitions, objections, adding or removing co-guardians, petitions for visitation and petitions for termination. The partners will develop materials to fill potential gaps caused by the court's reduced filing hours and the elimination of Probate Examiner phone hours.	\$65,000
22.	LEGAL SERVICES OF NORTHERN CALIFORNIA	Mother Lode Pro Per Project	Amador, Calaveras, El Dorado, Placer, Nevada, Sierra	Returning	This project provides services in six remote mountain counties through a full time attorney and paralegal who provide general legal information and advice for self-represented litigants in all areas of civil law, with in-person clinics for each county and telephone service for one particularly remote county.	\$60,000
23.	LEGAL SERVICES OF NORTHERN CALIFORNIA	Elder Abuse Restraining Order Workshop Project in Sacramento County (formerly Ukiah)	Sacramento	Returning	This project provides a weekly Elder Abuse Restraining Order (EARO) workshop for self-represented litigants for forms assistance. Staff attorneys, along with volunteer attorneys will conduct the workshop as well as community outreach and education, and will receive telephone inquiries.	\$32,000
24.	LEGAL SERVICES OF NORTHERN CALIFORNIA	Small Claims and Consumer Law Self Help Clinic	Yolo	Returning	This project assists low income persons in small claims and guardianship cases with forms assistance and guidance. A part-time attorney and a part-time bilingual clinic coordinator will staff the project by providing private consultations, drop in hours, and weekly workshops.	\$55,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
25.	NEIGHBORHOOD LEGAL SERVICES	Chatsworth Self-Help Legal Access Center	Los Angeles	Returning	This project provides document preparation and review assistance in family law issues including paternity, divorce, custody and support, as well as housing, civil harassment restraining orders and consumer claims of exemption. Victims of domestic violence are assisted in the Center's Domestic Violence Clinic using specially trained volunteers supervised by a Center attorney. Educational workshops address consumer litigation matters.	\$120,000
26.	NEIGHBORHOOD LEGAL SERVICES	Pasadena Unlawful Detainer Assistance Project	Los Angeles	Returning	This project provides document preparation and review assistance to self-represented litigants with family and unlawful detainer cases and also with Hague convention service matters.	\$120,000
27.	PRO BONO PROJECT SILICON VALLEY	PBP Mediation, Negotiation, and Settlement (MNS) Project	Santa Clara	Returning	This project provides mediation and negotiated settlement services to parties who file or respond to a Request for Order concerning custody and visitation, using volunteer attorneys, who have been trained by an experienced mediating supervising staff attorney, at self-represented Law and Motion calendars, providing a fully trained attorney to both the moving and responding parties to try to arrive at a full or partial settlement or to narrow the issues for the court.	\$70,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
28.	PUBLIC COUNSEL	Guardianship Clinic	Los Angeles	Returning	This clinic provides brief counsel, advice, and referrals to pro per litigants who are seeking guardianships or other actions in the probate court, with information about guardianships and other probate issues, subject matter screening, needs assessments, review of pleadings prepared by the litigant, advice on appearing in court; and assistance in completing the applicable forms.	\$60,000
29.	PUBLIC LAW CENTER	Orange County Expanded Domestic Violence Assistance Project	Orange	Returning	This project complements the Domestic Violence Assistance Program (DVAP) of partner program Community Service Programs, Inc., providing assistance with declarations accompanying restraining orders to domestic violence survivors through PLC bilingual staff attorneys, bilingual intake specialists, trained pro bono attorneys and volunteer law students.	\$40,000
30.	PUBLIC LAW CENTER	Orange County Courthouse Guardianship Clinic	Orange	New	This clinic helps pro pers with guardianship proceedings through pro bono attorneys. This longstanding project will now focus on the emerging and critical needs of undocumented persons who seek to protect their minor U.S. citizen or LPR children, with legal information and forms assistance, and "Know Your Rights" presentations and materials for community leaders and members.	\$60,000
31.	RIVERSIDE LEGAL AID	Small Estates Assistance Program	Riverside	Returning	This project assists unrepresented, indigent litigants with general questions relating to decedents' estates, helping with pleadings, forms, fee waivers, and procedural and substantive information about family allowances, probate homestead, and family set aside proceedings among others. Clinic staff and volunteers explain or clarifying minute orders and probate notes and service requirements, and provide monthly public probate accounting workshops.	\$68,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNERSHIP GRANT RECOMMENDATIONS						
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	NEW OR RETURNING APPLICANT	DESCRIPTION	PROPOSED ALLOCATION
32.	SAN DIEGO VOLUNTEER LAWYER PROGRAM INC.	North County Civil Harassment/ Unlawful Detainer Self- Help Clinic	San Diego	Returning	This clinic provides information and assistance in the CHRO and UD processes to self-represented litigants, with assistance preparing forms and with hearing preparation, the court process and serving court documents on the other party. Legal services are delivered by both staff and pro bono attorneys and law students.	\$95,000
33.	SANTA CLARA UNIVERSITY ALEXANDER LAW CENTER	Consumer Debt Clinic	Santa Clara	New	This project will provide legal services to low-income self-represented debt collection defense litigants, with educational workshops on consumer rights and responsibilities; and legal advice to individuals who require assistance for problems that have already arisen in consumer transactions. The clinic will be directed by an attorney who will supervise law student interns and volunteer attorneys.	\$68,000
TOTAL AMOUNT OF RECOMMENDED PARTNERSHIP GRANT AWARDS						\$2,060,000

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

2018 PARTNRESHIP SHRIVER GRANT RECOMMENDATIONS					
NO.	PROGRAM LEGAL NAME	PROJECT NAME	COUNTY	DESCRIPTION	PROPOSED ALLOCATION
1.	CENTRAL CALIFORNIA LEGAL SERVICES	CCLS EAP Shriver Project	Fresno	This project adds a paralegal to triage self-represented tenants in tenancy actions where judgment has been entered and who are directly facing homelessness. Project activities will provide legal information to obtain a stay of the writ of execution or other forms of post-judgement relief or mitigation.	\$54,229
2.	GREATER BAKERSFIELD LEGAL ASSISTANCE	Partnership Shriver Grant	Kern	This project will establish an Intake/Social Services Coordinator as a self-represented litigant's first point of contact, to provide eligibility and conflict screening and linkages to an array of supportive social services and resources. An attorney provides case assessment and direction in all eligible cases, meeting with the client to provide legal information and counsel, review and recommend options for possible early resolution and prepare responsive pleadings.	\$103,000
3.	JUSTICE & DIVERSITY CENTER OF THE BAR ASSOCIATION OF	SASH Self Help	San Francisco	This project provides legal information and social services to litigants involved in custody and visitation disputes, as well as facilitates settlement efforts.	\$103,000
4.	LEGAL AID FOUNDATION OF SANTA BARBARA	Santa Barbara County Shriver Partnership	Santa Barbara	This project provides a Probate Facilitator to assist pro per litigants out of the courthouse.	\$103,000
5.	LEGAL AID SOCIETY OF SAN DIEGO	Unlawful Detainer Clinic Expansion Project	San Diego	This project provides daily, walk-in, emergency one-on-one assistance to both plaintiffs and defendants in UD cases.	\$103,000
6.	LEGAL SERVICES OF NORTHERN CALIFORNIA	Housing Court Self-Help Project	Yolo	This project provides legal information to unrepresented parties in unlawful detainer cases, and prepares court forms related to eviction proceedings.	\$21,250

Attachment A5: Highlights of Recommended Partnership Grant Projects for 2018

7.	LOS ANGELES CENTER FOR LAW AND JUSTICE	Los Angeles Shriver Custody Project	Los Angeles	This project provides legal information and supportive service referrals to self-represented litigants in custody cases, staffed by a paralegal and a MSW intern. Litigants who need immediate information and support will receive in-person services at the Downtown LA courthouse; litigants from branch courthouses will receive services by telephone.	\$103,000
8.	NEIGHBORHOOD LEGAL SERVICES	Shriver LA Self Help Center	Los Angeles	This project will assist pro per tenants and landlords through the eviction process, including initial screening, preparation of initial pleadings, and education about all relevant phases of the unlawful detainer process, through a workshop led by an attorney and supported by trained volunteers. Additional Self-Help education will be available on negotiation and mediation.	\$103,000
9.	SAN DIEGO VOLUNTEER LAWYER PROGRAM, INC.	San Diego Shriver DV/Custody Project	San Diego	This project, staffed by staff attorneys and volunteers, serves pro per litigants who are seeking sole legal or sole physical custody or a Domestic Violence Restraining Order (DVRO) involving child custody, by preparing Requests for Order paperwork and educating litigants about the process.	\$103,000
TOTAL AMOUNT OF RECOMMENDED PARTNERSHIP SHRIVER GRANT AWARDS					\$796,479

TOTAL AMOUNT OF RECOMMENDED PARTNERSHIP GRANT AWARDS: \$2,060,000
TOTAL AMOUNT OF RECOMMENDED PARTNERSHIP SHRIVER GRANT AWARDS: \$796,479
TOTAL AMOUNT OF ALL RECOMMENDED PARTNERSHIP GRANT AWARDS: \$2,856,479

GRANT AGREEMENT
THE STATE BAR OF CALIFORNIA
LEGAL SERVICES TRUST FUND PROGRAM - EQUAL ACCESS FUND

This Grant Agreement is made as of January 1, 2017, (the “Effective Date”) between The State Bar of California (“State Bar”), a California public corporation, and , a California nonprofit corporation (“Recipient”).

RECITALS

Pursuant to California Business and Professions Code Section 6210-6228 (the “Act”), and Title 3, Division 5, Chapter 2 of the Rules of the State Bar of California (the “Rules”), a Legal Services Trust Fund Program (“Program”) has been established in the State of California. The Program administers an Equal Access Fund (“Fund”) that is funded pursuant to the annual California Budget Act (the “Budget Act”) and the Uniform Civil Fees and Standard Fee Schedule Act of 2005 (“Fee Schedule Act”).

Recipient has completed, executed, and submitted to State Bar an Application for Funding under the Program and Fund. As part of the Application for Funding, Recipient has completed, executed, and submitted to State Bar, Certifications, Assurances, Attachments, and a Proposed Budget (collectively, including the Application for Funding, the “Application Materials”).

In reliance upon the representations and agreements made in the Application Materials, State Bar has determined that Recipient is eligible for an IOLTA-Formula Equal Access Fund grant under the Program and the Fund for the period commencing on January 1, 2017 and ending on December 31, 2017 (“Grant Period”).

The governing board, the officers, and similarly empowered staff of Recipient have read and understand the Act, Budget Act, Rules, Application Materials, Legal Service Trust Fund Eligibility Guidelines (the “Eligibility Guidelines”), and the Legal Services Trust Fund Program General Grant Provisions (the “Grant Provisions”). Recipient has familiarized its staff with the requirements of the Act, the Rules, the Grant Provisions, and the Application Materials.

AGREEMENTS

1. Pursuant to the Act, Rules, and Fund, and in reliance upon the promises and representations made by Recipient, State Bar grants to Recipient \$0 (“Grant Amount”).
2. The Act, Budget Act, Fee Schedule Act, Rules, Grant Provisions, Eligibility Guidelines, and Application Materials, including any additions or amendments made to the Application Materials by agreement between the State Bar and Recipient, are incorporated into this Agreement as if set forth in their entirety in this Agreement. Recipient agrees to comply with the Act, Budget Act, Fee Schedule Act, Rules, Grant Provisions, Eligibility Guidelines, Assurances, and other agreements made in the Application Materials. Recipient agrees to comply with all lawful statutes, rules, regulations, guidelines, policies, instructions, and similar directives pertaining to the Program and the Fund (collectively “Directives”) issued by the State of California, the Supreme Court of the State of California or State Bar, including without limitation, any Directive adopted after the Effective Date.

3. Recipient acknowledges that the terms of this grant, including Grant Provision Article 4.05, Regulating Rule 3.680(E)(1), and Business and Professions Code Section 6222, require Recipient to submit to State Bar a financial statement that has been audited or reviewed by a certified public accountant within 90 days of the close of Recipient's fiscal year.
4. State Bar will use its best efforts to pay the Grant Amount in accordance with the Grant Provisions. State Bar, however, will in no circumstances bear any liability to Recipient or to other persons or entities for delays in payments.
5. Notwithstanding the Grant Provisions or any other provision of the entire agreement regarding the payment of grants, Recipient acknowledges that the Grant Amount and all payments thereof shall be made from funds received by the State Bar pursuant to the Budget Act and Fee Schedule Act ("State Funding"), and are contingent upon the availability and sufficiency of such funds to the State Bar, as determined by the State Bar. Consequently, Recipient shall not be guaranteed any specific dollar amount in grant funds, or any grant funds at all, if funds received pursuant to State Funding are insufficient or unavailable to the State Bar. This Agreement shall terminate automatically if State Funding becomes unavailable. State Bar shall not assume any liability whatsoever to Recipient for any failure to pay the Grant Amount or any part thereof that results because funds are insufficient or unavailable.
6. Recipient must spend funds received in connection with the Program and Fund in each county served in the amounts set forth in Attachment A – Grant Allocation Detail, which is incorporated herein by reference.
7. Recipient represents and warrants that Recipient's Application Materials for a grant under the Program and Fund do not contain any misstatement of a material fact or omit any material fact necessary to make the statements contained in the Application Materials not misleading. Recipient will notify State Bar promptly of any change in any material fact affecting Recipient's eligibility to receive funds under the Program and Fund, including without limitation, any change that affects the accuracy of any statement made in conjunction with Recipient's application for a grant under the Program and Fund.
8. In support of the State Bar's obligation to the Judicial Council to ensure full participation by Program recipients in maintaining and utilization of statewide on-line resources for legal advocates and consumers of legal services, Recipient will:
 - a) Ensure that, during the grant year, Recipient is accurately identified on the statewide legal services websites, including, as appropriate, in the:
 - i. Client referral directory on LawHelpCalifornia.org;
 - ii. Legal Services Directories (support center and field program directories); and
 - iii. *Pro Bono* Programs Guide on CaliforniaProBono.org.
 - b) Include information about LawHelpCalifornia.org and CALegalAdvocates.org in trainings for new staff advocates, circulate information received from state coordinators about these sites to appropriate staff members, encourage staff to join the CALegalAdvocate.org site, and must encourage participation in brief trainings about the sites as available.

- c) Provide a link to LawHelpCalifornia.org on their own program websites.
9. Recipient will permit State Bar's agents to inspect at any time any office or other premises maintained by Recipient or used by Recipient in connection with the expenditure of funds received under the Program. Recipient will cooperate with State Bar's agents during such inspections and will furnish the agents with any information that the agents reasonably request as relevant to determining Recipient's compliance with this Agreement. State Bar's right of access to Recipient's records for purposes of compliance will survive the expiration of the Grant Period. In complying with disclosure requirements of this Agreement and of the Program and Fund, Recipient may withhold any client-identifying information when Recipient reasonably determines that disclosure would violate the Act, the Rules, or a rule or canon of professional responsibility.
10. The Act, Budget Act, Fee Schedule Act, Rules, Grant Provisions, Eligibility Guidelines, and Directives set forth requirements concerning use of Program funds and payment for subcontracts to provide legal services ("Subcontracted Services"). Recipient acknowledges its obligation to inform all providers of Subcontracted Services of the requirements of the Program and to obtain from all Subcontracted Services providers a written agreement to comply with all requirements of this Agreement as if that provider is the Recipient. Recipient assigns to State Bar all rights that Recipient has or will acquire to inspect the premises and records of providers of Subcontracted Services to ensure compliance with Program, provided that disclosure of client-identifying information by a provider of Subcontracted Services shall be governed by the provisions of paragraph 8 hereof.
11. (a) Recipient shall not represent or in any way suggest that it may obligate or pledge the credit of the State of California or of State Bar.
- (b) Recipient agrees to indemnify, defend, and hold harmless State Bar (including its Board of Trustees, officers, agents, and employees, as the same may be constituted now and from time to time hereafter) from and against any and all liabilities, losses, damages, expenses or costs, whatsoever (including reasonable attorneys' fees, costs, and expenses), which may arise against or be incurred by State Bar as a result of or in connection with (i) claims by any and all contractors, subcontractors, providers of consulting services, materialmen, laborers, or any other person, firm, or corporation retained by Recipient to furnish or supply work, service, materials, or supplies in connection with the performance of this Agreement; and (ii) claims by any person, firm, or corporation for injury or damage by Recipient or Recipient's agents in connection with the provision of legal services pursuant to this Agreement. Recipient shall further protect, indemnify, and hold harmless the State Bar from and against all liabilities, losses, damages, expenses, or costs, whatsoever (including reasonable attorneys' fees, costs, and expenses), arising from or in connection with the State Bar's enforcement of its rights under this paragraph. This indemnity provision shall survive the termination or expiration of this Grant Agreement.
- (c) Recipient will use reasonable efforts to have State Bar named as an insured party to any liability insurance policies purchased by or for Recipient.
12. This Agreement does not impose on State Bar any obligation to provide Recipient funds in excess of the Grant Amount or beyond the end of the Grant Period.

13. (a) All notices given in connection with the terms of this Agreement will be in writing, and both emailed and delivered personally or by first-class, certified, registered, or overnight mail addressed to the parties at the addresses stated below:

State Bar: The State Bar of California
 180 Howard Street
 San Francisco, California 94105

Attention: Stephanie L. Choy, Managing Director
 Legal Services Trust Fund Program
 Stephanie.choy@calbar.ca.gov

Recipient: AAA
 Test City, CA 12345

Attention: _____

Changes in address for purposes of giving notice will be effective two weeks after giving notice of the change in address.

- (b) This Agreement, together with the Application Materials, Rules, Grant Provisions, Eligibility Guidelines, and Directives, contains and constitutes the entire agreement between State Bar and Recipient regarding the State Bar's grant of Equal Access Fund monies to Recipient and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement shall be binding upon agents and successors of both parties. No alteration of the terms of this Agreement will be valid or effective unless in writing and executed by each party.
- (c) This Agreement was made and entered into by the parties in the State of California and shall be construed according to the laws of that state. Any action or suit brought to interpret, construe, or enforce the provisions of this Agreement shall be commenced in the Superior Court of the State of California, in and for the county of San Francisco.
- (d) Each party has full power and authority to enter into and perform this Agreement and the person signing this Agreement on behalf of each party has been properly authorized and empowered to enter into this Agreement. Each party further acknowledges that its Directors, Trustees, or similarly empowered persons have read this Agreement, understand it, and agree to be bound by it.
- (e) No term or provision herein shall be deemed waived and no breach excused unless such waiver or consent is in writing and signed by the party claimed to have waived or consented. No consent or waiver by one party to a breach of this Agreement by the other party, whether expressed or implied, shall constitute a consent to, waiver of, or excuse for any other, different, or subsequent breach. No amendment, consent, or waiver on behalf of State Bar shall be binding upon State Bar unless it is executed by the Executive Director of The State Bar of California or his/her designee.
- (f) This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original, and all of which, together will constitute but one and the same

instrument. Delivery of an executed counterpart of this Agreement by facsimile, email or any other reliable means will be effective for all purposes as delivery of a manually executed original counterpart. Either party may maintain a copy of this Agreement in electronic form. The parties further agree that a copy produced from the delivered counterpart or electronic form by any reliable means (for example, photocopy, facsimile, or printed image) will in all respects be considered an original.

By executing this Agreement below, the parties agree to its terms.

Date:

THE STATE BAR OF CALIFORNIA

Date:

RECIPIENT

By:

Leah Wilson
Chief Operations Officer

By:

Name, Title (print)

By:

Print Name and Title of Board Officer

GRANT AGREEMENT
THE STATE BAR OF CALIFORNIA
LEGAL SERVICES TRUST FUND PROGRAM - EQUAL ACCESS FUND
PARTNERSHIP GRANT

This Grant Agreement is made as of January 1, 2017 (the “Effective Date”), between The State Bar of California (“State Bar”), a California public corporation, and , a California nonprofit corporation (“Recipient”).

RECITALS

Pursuant to California Business and Professions Code Section 6210-6228 (the “Act”), and Title 3, Division 5, Chapter 2 of the Rules of the State Bar of California (the “Rules”), a Legal Services Trust Fund Program (“Program”) has been established in the State of California. The Program administers an Equal Access Fund (“Fund”) that is funded pursuant to the annual California Budget Act (the “Budget Act”) and the Uniform Civil Fees and Standard Fee Schedule Act of 2005 (“Fee Schedule Act”).

Recipient has completed, executed, and submitted to State Bar a Proposal for a Partnership Grant pursuant to the Request for Proposals for Partnership Grants issued by the Program. As part of the Proposal for Partnership Grants, Recipient has completed, executed, and submitted to State Bar, Assurances, Attachments, and a Proposed Budget (collectively, the “Proposal Materials”).

In reliance upon the representations and agreements made in the Proposal Materials, State Bar has determined to award Recipient a Partnership Grant for the period commencing on January 1, 2017 and ending on December 31, 2017 (“Grant Period”).

The governing board, the officers, and similarly empowered staff of Recipient have read and understand the Act, Budget Act, Rules, the Proposal Materials, and the Legal Services Trust Fund Program General Grant Provisions (“Grant Provisions”). Recipient has familiarized its staff with the requirements of the Act, Budget Act, Rules, the Grant Provisions, and the Proposal Materials.

AGREEMENTS

1. Pursuant to requirements of the Program and Fund and in reliance upon the promises and representations made by Recipient, State Bar grants to Recipient \$0 (“Grant Amount”) for the “Project Title”.
2. The Act, Budget Act, Rules, Grant Provisions, and Proposal Materials, including any additions or amendments made to the Proposal Materials by agreement between the State Bar and Recipient, are incorporated into this Agreement as if set forth in their entirety in this Agreement. Recipient agrees to comply with the Act, Budget Act, Rules, Grant Provisions, Assurances, and other agreements made in the Proposal Materials. Recipient agrees to comply with all lawful statutes, rules, regulations, guidelines, policies, instructions, and similar directives pertaining to the Program and the Fund (collectively “Directives”) issued by

the State of California, the Supreme Court of the State of California, or State Bar, including without limitation, any Directive adopted after the Effective Date.

3. State Bar will use its best efforts to pay the Grant Amount within 90 days after execution of this Agreement. State Bar, however, will in no circumstances bear any liability to Recipient or to other persons or entities for delays in payments.
4. Notwithstanding the Grant Provisions, or any other provision of the entire agreement regarding the payment of grants, Recipient acknowledges that the Grant Amount and all payments thereof shall be made from funds received by the State Bar pursuant to the Budget Act and the Uniform Civil Fees and Standard Fee Schedule Act, and are contingent upon the availability and sufficiency of such funds to the State Bar, as determined by the State Bar. Consequently, Recipient shall not be guaranteed any specific dollar amount in grant funds, or any grant funds at all, if funds received pursuant to the Budget Act and the Uniform Civil Fees and Standard Fee Schedule Act are insufficient or unavailable to the State Bar. This Agreement shall terminate automatically if state funding becomes unavailable. The State Bar shall not assume any liability whatsoever to Recipient for any failure to pay the Grant Amount or any part thereof that results because funds are insufficient or unavailable.
5. Recipient agrees to submit financial and program activity reports to State Bar as requested, to provide State Bar with copies of any materials produced with grant funds, and to cooperate with State Bar in evaluating the results of this grant. Recipient agrees to submit to State Bar a written Memorandum of Understanding (MOU) with the Cooperating Court(s) regarding the areas of cooperation set forth in the Proposal Materials. Recipient agrees to notify State Bar immediately of any and all amendments to the terms of the MOU, and advise the State Bar of any change in circumstance, including termination or expiration of the MOU.
6. Recipient represents and warrants that Recipient's Proposal Materials for a grant under the Program and Fund do not contain any misstatement of a material fact or omit any material fact necessary to make the statements contained in the Proposal Materials not misleading. Recipient will notify State Bar promptly of any change in any material fact affecting Recipient's eligibility to receive funds under the Program and Fund, including, without limitation, any change that affects the accuracy of any statement made in conjunction with Recipient's application for a grant under the Program and Fund. Recipient will notify State Bar promptly of any material change in the planned activities or proposed budget contained in the Proposal Materials or any revision thereto.
7. For all publications produced with funding under the Program and Fund, Recipient hereby assigns to the State Bar a royalty-free, nonexclusive, irrevocable, world-wide right and license to reproduce, publish, display, distribute, and use these materials. Recipient also hereby assigns to the State Bar a royalty-free, nonexclusive, and irrevocable right to authorize qualified legal services projects, support centers, and courts to use these materials.
8. Recipient will permit State Bar's agents to inspect at any time any office or other premises maintained by Recipient or used by Recipient in connection with the expenditure of funds received under the Program. Recipient will cooperate with State Bar's agents during such inspections and will furnish the agents with any information that the agents reasonably request as relevant to determining Recipient's compliance with this Agreement. State Bar's

right of access to Recipient's records for purposes of compliance will survive the expiration of the Grant Period. In complying with disclosure requirements of this Agreement and of the Program and Fund, Recipient may withhold any client-identifying information when Recipient reasonably determines that disclosure would violate the Act, the Rules, or a rule or canon of professional responsibility.

9. The Act, Budget Act, Rules, Grant Provisions, and Directives set forth requirements concerning use of Program funds and payment for subcontractors to provide legal services ("Subcontracted Services"). Recipient acknowledges its obligation to inform all providers of Subcontracted Services of the requirements of the Program and to obtain from all Subcontracted Service providers a written agreement to comply with all requirements of this Agreement as if that provider is the Recipient. Recipient assigns to State Bar all rights that Recipient has or will acquire to inspect the premises and records of providers of Subcontracted Services to ensure compliance with Program, provided that disclosure of client-identifying information by a provider of Subcontracted Services shall be governed by the provisions of paragraph 8 hereof.
10. (a) Recipient shall not represent or in any way suggest that it may obligate or pledge the credit of the State of California or of State Bar.
 - (b) Recipient agrees to indemnify, defend, and hold harmless the State Bar (including its Board of Trustees, officers, agents, and employees, as the same may be constituted now and from time to time hereafter) from and against any and all liabilities, losses, damages, expenses, or costs, whatsoever (including reasonable attorneys' fees, costs, and expenses), which may arise against or be incurred by the State Bar as a result of or in connection with (i) claims by any and all contractors, subcontractors, providers of consulting services, materialmen, laborers, or any other person, firm, or corporation retained by Recipient to furnish or supply work, service, materials, or supplies in connection with the performance of this Agreement; and (ii) claims by any person, firm, or corporation for injury or damage by Recipient or Recipient's agents in connection with the provision of services pursuant to this Agreement. Recipient shall further protect, indemnify, and hold harmless State Bar from and against all liabilities, losses, damages, expenses, or costs, whatsoever (including reasonable attorneys' fees, costs, and expenses), arising from or in connection with State Bar's enforcement of its rights under this paragraph. This indemnity provision shall survive the termination or expiration of this Grant Agreement.
 - (c) Recipient will use reasonable efforts to have State Bar named as an insured party to any liability insurance policies purchased by or for Recipient, and shall provide State Bar with these certificates of insurance.
11. This Agreement does not impose on State Bar any obligation to provide Recipient funds in excess of the Grant Amount or beyond the end of the Grant Period.
12. (a) All notices given in connection with the terms of this Agreement will be in writing, and both emailed and delivered personally or by first-class, certified, registered, or overnight mail addressed to the parties at the addresses stated below:

State Bar: The State Bar of California
 180 Howard Street
 San Francisco, California 94105-1617

Attention: Stephanie L. Choy, Managing Director
Legal Services Trust Fund Program
Stephanie.choy@calbar.ca.gov

Recipient: Test City
AAA, CA 12345

Attention:

Changes in address for purposes of giving notice will be effective two weeks after giving notice of the change in address.

- (b) This Agreement, together with the Proposal Materials, Rules, Grant Provisions, and Directives, contains and constitutes the entire agreement between State Bar and Recipient regarding the State Bar's grant of a Partnership Grant to Recipient and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement shall be binding upon agents and successors of both parties. No alteration of the terms of this Agreement will be valid or effective unless in writing and executed by each party.
- (c) This Agreement was made and entered into by the parties in the State of California and shall be construed according to the laws of that state. Any action or suit brought to interpret, construe or enforce the provisions of this Agreement shall be commenced in the Superior Court of the State of California, County of San Francisco.
- (d) Each party has full power and authority to enter into and perform this Agreement and the person signing this Agreement on behalf of each party has been properly authorized and empowered to enter into this Agreement. Each party further acknowledges that its Directors, Trustees, or similarly empowered persons have read this Agreement, understand it and agree to be bound by it.
- (e) No term or provision herein shall be deemed waived and no breach excused unless such waiver or consent is in writing and signed by the party claimed to have waived or consented. No consent or waiver by one party to a breach of this Agreement by the other party, whether expressed or implied, shall constitute a consent to, waiver of, or excuse for any other, different, or subsequent breach. No amendment, consent, or waiver on behalf of State Bar shall be binding upon State Bar unless it is executed by the Executive Director of The State Bar of California or his/her designee.
- (f) This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original, and all of which, together will constitute but one and the same instrument. Delivery of an executed counterpart of this Agreement by facsimile, email or any other reliable means will be effective for all purposes as delivery of a manually executed original counterpart. Either party may maintain a copy of this Agreement in electronic form. The parties further agree that a copy produced from the delivered counterpart or electronic form by any reliable means (for example, photocopy, facsimile, or printed image) will in all respects be considered an original.

By executing this Agreement below, the parties agree to its terms.

Attachment A6: IOLTA-Formula and Partnership Grant Agreement Exemplars

Date:

THE STATE BAR OF CALIFORNIA

Date:

RECIPIENT

By:

Leah Wilson
Chief Operations Officer

By:

Print (Name, Title)

By:

Print Name and Title of Board Officer