



## Judicial Council of California

Advisory Committee on Providing  
Access & Fairness

[www.courts.ca.gov/accessfairnesscomm.htm](http://www.courts.ca.gov/accessfairnesscomm.htm)  
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### ADVISORY COMMITTEE ON PROVIDING ACCESS AND FAIRNESS

#### MINUTES OF OPEN MEETING WITH CLOSED SESSION

April 18, 2024  
12:15 - 1:15 p.m.  
Virtual

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**Advisory Body Members Present:** Hon. Elizabeth Macias (Acting Chair), Ms. Morgan Baxter, Hon. Thomas Delaney, Hon. Judith Dulcich, Hon. Rebekah Evenson, Ms. Ana Maria Garcia, Ms. Janet Hudec, Hon. Clare Keithley, Hon. Sunil Kulkarni, Hon. Richard Lee, Hon. Cynthia Loo, Hon. Lia Martin, Mr. Lawrence Meyer, Mr. Michael Powell, Hon. Michael Rhoads, Hon. Terry Truong, Hon. Laura Walton, Mr. Mitchell Wunsch.

**Advisory Body Members Absent:** Hon. Kevin Brazile (Cochair), Hon. Victor Rodriguez (Cochair), Hon. Jose S. Castillo, Hon. Amy Guerra, Hon. Victoria Kolakowski, Ms. Shirley Luo, Ms. Nina Magno, Ms. Kemi Mustapha, Ms. Julie Paik, Ms. Andrea Pella, Ms. Fariba Soroosh, Ms. Twila White.

**Others Present:** Mr. Douglas Denton, Ms. Elizabeth Tam-Helmuth, Hon. Jacqueline Jackson, Ms. Youn Kim, Ms. Anna Maves, Ms. Amanda Morris, Ms. Cristina Resendiz-Johnson, Ms. Heather Resetarits, Ms. Chio Saephanh, Ms. Kristine Custodio Suero, Hon. Monica Wiley.

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#### OPEN MEETING

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##### Call to Order and Roll Call

The chair called the meeting to order at 12:15 and took roll call.

##### Approval of Minutes

The advisory body reviewed and approved the minutes of the February 15, 2024, Advisory Committee on Providing Access and Fairness meeting.

Motion to approve by Judge Judith Dulcich, seconded by Judge Lia Martin. Judges Richard Lee and Terry Truong as well as Mr. Lawrence Meyer abstained from voting. The motion carries.

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#### DISCUSSION AND ACTION ITEMS (ITEMS 1-3)

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##### Item 1

##### Update on 2024 Annual Agenda

*Presenter: Ms. Cristina Resendiz-Johnson, Attorney, Center for Families, Children & the Courts*

Cristina Resendiz-Johnson informed the committee that the 2024 annual agenda was approved at the March 14, 2024 Executive and Planning committee meeting.

**Item 2**

**Overview of California Court Interpreter Workforce Pilot Program, 2024**

*Presenter: Mr. Douglas G. Denton, Principal Manager, Language Access Services*

Mr. Douglas Denton presented to the committee information on the court interpreter workforce pilot program. Training to employment program. Participating courts agreed to hire pilot participant graduates. They must agree to work for 3 years. Priority will be given to the following candidates: near passers, bilingual court clerks/staff, provisionally qualified interpreters, asl interpreters, and interpreters for registered languages.

**Item 3**

**New Language Access Services Webpages**

*Presenters: Ms. Elizabeth Tam-Helmuth, Senior Analyst, Language Access Implementation  
Ms. Cynthia Miranda, Senior Analyst, Court Interpreters Program.*

Ms. Elizabeth Tam-Helmuth and Ms. Cynthia Miranda gave committee members a brief tour of the new Language Access Services website, highlighting changes and important items. Site traffic analytics will be collected. April 25, 2024 the site will launch for the public.

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**A D J O U R N M E N T**

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There being no further open meeting business, the meeting was adjourned at 12:58 p.m.

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**C L O S E D   S E S S I O N**

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**Item 1**

**Legislative Updates**

*Presenter: Ms. Heather Resetarits, Attorney, Governmental Affairs*

**Item 2**

**New Benchcard: Using LGBTQ+ Inclusive Language and Pronouns**

*Presenter: Ms. Chio Saephanh, Attorney, Center for Judicial Education and Research*

Adjourned closed session at 1:09.

Approved by the advisory body on enter date.



# Judicial Council of California

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

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## REPORT TO THE JUDICIAL COUNCIL

*Item No.:*

For business meeting on September 19-20, 2024

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**Title**

Equal Access Fund: Distribution of Funds to the California Access to Justice Commission

**Rules, Forms, Standards, or Statutes Affected**

None

**Recommended by**

Advisory Committee on Providing Access and Fairness

Hon. Kevin C. Brazile, Cochair

Hon. Victor A. Rodriguez, Cochair

**Agenda Item Type**

Action Required

**Effective Date**

September 20, 2024

**Date of Report**

May 17, 2024

**Contact**

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### Executive Summary

The Advisory Committee on Providing Access and Fairness recommends approval of a distribution of \$5 million to the California Access to Justice Commission for grants to civil legal aid nonprofits to support the infrastructure and innovations needs of legal services in civil matters for indigent persons, as authorized by the Budget Act of 2024.

### Recommendation

The Advisory Committee on Providing Access and Fairness recommends that the Judicial Council, effective September 20, 2024, approve a distribution of \$5 million to the California Access to Justice Commission for grants to civil legal aid nonprofits, as authorized by the Budget Act of 2024.

### Relevant Previous Council Action

Since fiscal year 2021–22, the State Budget Act has directed the Judicial Council to distribute \$5 million annually in Equal Access Funds to the California Access to Justice Commission for grants to nonprofit civil legal aid providers (Links A, B, and C). A report on the grants to the providers made by the commission in the third year of funding is included as Attachment A. In

fiscal year 2023–24, the State Budget Act directed the Judicial Council to distribute \$250,000 in Equal Access Funds to the California Access to Justice Commission for administration of a tax–advantaged student loan repayment assistance program for legal aid attorneys employed by qualified legal services projects and support centers. A report on the student loan repayment assistance program is included as Attachment B.

### **Analysis/Rationale**

The California Access to Justice Commission is an independent nonprofit agency. The Budget Act of 2024 provides that \$5 million be distributed by the Judicial Council to the commission for grants to nonprofit civil legal aid providers, including qualified legal services providers and support centers, to be used to support the infrastructure and innovation needs of legal services in civil matters for indigent persons. The commission may use up to 2.5 percent of these funds for administrative costs associated with distributing and monitoring the grants<sup>1</sup> (Link D).

### **Policy implications**

This recommendation helps implement Goal I of the Strategic Plan for California’s Judicial Branch—Access, Fairness, Diversity, and Inclusion. By increasing representation and supporting the infrastructure needs of legal services in civil matters for indigent persons, these funds will expand equal access to the courts, court proceedings, and programs.

### **Comments**

This funding allocation is directed by the Budget Act. Therefore, public comment was not solicited, and the committee received no additional comments.

### **Alternatives considered**

There is no alternative to distributing the funds in accordance with the Budget Act.

### **Fiscal and Operational Impacts**

The funds for the California Access to Justice Commission require no court implementation because all funds will be provided as grants to legal services agencies. Council staff will develop contracts between the Judicial Council and the California Access to Justice Commission, setting out reporting requirements and responsibilities to comply with the terms of the Budget Act.

The recommendations in this report will have no direct fiscal effect on the courts. Nevertheless, courts will indirectly benefit from assistance provided to self-represented litigants.

### **Attachments and Links**

1. Attachment A: California Access to Justice Commission, *Legal Aid Infrastructure & Innovation Report on Year 3 Grant Awards* (Mar. 2024)

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<sup>1</sup> Stats. 2024, ch. 12, item 0250-101-0001, provision 2.

2. Attachment B: California Access to Justice Commission, *Report to the Judicial Council on Equal Access – Access to Justice Commission (FY 2023-2024) Agreement Number 98178* (Mar. 2024)
3. Link A: Judicial Council Rep., Aug. 11, 2023, *Equal Access Fund: Distribution of Funds to the California Access to Justice Commission*  
<https://jcc.legistar.com/View.ashx?M=F&ID=12245978&GUID=38448FB7-D433-4E1B-80E1-BA6DF4AA820E>
4. Link B: Judicial Council Rep., Aug. 18, 2022, *Equal Access Fund: California Access to Justice Commission Grants*,  
<https://jcc.legistar.com/View.ashx?M=F&ID=11204297&GUID=6F13C8DB-71E8-43D8-A4C6-35E695DA112D>
5. Link C: Judicial Council Rep., Aug. 30, 2021, *Equal Access Fund: California Access to Justice Commission Grants*,  
<https://jcc.legistar.com/View.ashx?M=F&ID=9785553&GUID=9D1E060E-3A50-45FC-A3D7-990FB095A312>
6. Link D: The Budget Act of 2024 (Assembly Bill 107; Stats. 2024, ch. 12),  
[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202320240AB107](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB107)



## Legal Aid Infrastructure & Innovation Report on Year 3 Grant Awards

March 2024

**Number of Applications Received: 84**  
**Total Funding Amount Requested: \$12,610,338**  
**Number of Organizations Recommended for Funding: 44**  
**Total Amount Allocated for Funding: \$4,875,000**

**Background:** For the third year, the State allocated \$5 million of Equal Access Funds for Infrastructure and Innovation grants to legal services organizations, distributed by the California Access to Justice Commission. Eligible organizations are those that provide civil legal aid to persons at or below 200% of the federal poverty threshold, including both IOLTA and non-IOLTA-funded organizations. The legislation prioritizes services to rural and immigrant populations, and to organizations that work with community partners. Applicants were requested to focus on one cohesive project. Supplanting other funding already obtained for that project is prohibited by the legislation.

This grant program is overseen by the Commission's Grants Committee, chaired by Justice Gail Ruderman Feuer. The Grants Committee established grant parameters, policies, and procedures, leading to the appointment of a nine-member Grants Selection Committee. Members of the Grants Selection Committee are identified in Attachment 1.

**Review and Selection Process:** The Commission launched the grants program with a webinar, *Legal Aid Infrastructure & Innovation Grants Informational Webinar (2023-2024)*. The webinar educated prospective applicants on grant requirements, review criteria, and process and procedure. Additionally, selected grantees from last year shared their creative projects with their colleagues to inspire this year's applications. The Commission released the application form on August 17, 2023, and applications were due on October 6, 2023. The Commission received 84 applications seeking a total of \$12,610,338 in funds.

Three consultant staff members -- Stephanie Choy, Mary Tam, and Jenny Chung Mejia -- read all of the applications. Together they sorted the applications into initial "recommend," "for committee discussion," and "do not recommend" categories based on the scoring rubric that was approved by the Grants Committee. The scoring rubric they used is in Attachment 2. The Grants Selection Committee was divided into three teams of three volunteers each, plus Selection Committee Chair Catherine Blakemore and the consultants staffing the process, Celeste Orr and Jenny Chung Mejia. Stephanie Choy and Mary Tam also staffed one team each. Selection Committee members included persons with significant grantmaking, legal aid, and other community experience. Selection Committee members also brought a range of



substantive expertise, including immigration, disability rights, rural delivery, housing, pro bono, human resources, leadership development, and diversity and equity. They acted with diligence and wisdom in assessing the applications according to the process described below.

Each team was assigned a third of the applications to review. Teams were invited to review all of the applications in that subgroup, but were requested to focus on those “for Committee discussion.” The teams met in two 1 ½ to 2-hour meetings to thoroughly discuss applications and to re-sort the applications into “Recommend,” “Lean Recommend” and “Do Not Recommend” for the full Selection Committee to discuss. The full Selection Committee then met in a series of three 1 ½ to 2-hour meetings to make the final selection among the “Recommend,” “Lean Recommend” and “Do Not Recommend” categories. As a result of careful reading, analysis, and robust discussions, 44 applications were recommended for funding, totaling \$4,875,000 in proposed grants. This is the full amount available, after the 2.5% statutory allowance for administration expenses.

The Selection Committee considered the caliber of grant applications and the significance of the proposed outcomes, as well as the amount of funding requests relative to the project scopes, and recommended 44 organizations for funding (conditionally approved grantees). Of the 44 organizations recommended for funding, 18 organizations were asked to reduce funding requests and staff worked with those organizations to discuss how any reduction in funding would impact project scope, and adjusted the scope of projects accordingly. In recommending reductions, the Selection Committee looked at the extent to which there were discrete components of a project that could be removed without harming the project and other factors.

The Grants Committee and the Executive Committee conditionally approved the 44 grants recommended by the Selection Committee, which triggered requests for supplemental information from all 44 conditionally approved grantees and discussion requests for the 18 organizations to confirm the scope of services to be provided with reduced funds.

Staff completed an additional review of the submitted supplemental information, which included detailed budgets, proposed sustainability and evaluation plans, project details, and due diligence documents pertaining to the grantee organizations as outlined in the Judicial Council contract for this grant term, and confirmed the scope of services to be provided by the 18 organizations receiving reduced funds. As previously agreed upon by the Grants Committee and Executive Committee, after consultant staff, under the direction of Catherine Blakemore and Jack Londen, reached agreements with applicants on grant amounts and terms consistent with this collective proposal, individual grant approvals became final on a rolling basis in advance of the grant start date on April 1, 2024.

**Grant Applications:** Of the 84 grant applications received, 23% (19) were from non-IOLTA-funded organizations, and 62% (52) were from organizations with budgets under \$5 million. For the second year, the Grants Committee tasked the consultant staff with video interviews with all of the first-time non-IOLTA-funded organization applicants. Jenny Chung



Mejia interviewed 8 of the applicants, including both small and large organizations, as well as relatively new organizations led by developing leaders. Here is a high-level breakdown of the diversity factors that were considered in the selection of these grants:

**SUMMARY OF DIVERSITY CHARACTERISTICS OF RECOMMENDED GRANTS<sup>1</sup>**

<b>INFRASTRUCTURE vs. INNOVATION*<sup>2</sup></b>	<b>NEW vs. RETURNING*<sup>3</sup></b>	<b>GEOGRAPHY*<sup>4</sup></b>
27% Infrastructure (12) 9% Innovation (4) 64% Mixed (28)  *for Y3 I&I grants, applicants could choose whether their projects were all Infrastructure or Innovation or a mixture of both	41% New Grantees (18) 59% Returning Grantees (26)  *New grantees vs. grantees that received prior I&I funding (2021-2022 and/or 2022-2023)	20% Statewide (9) 11% Central California (5) 41% Northern California (18) 27% Southern California (12)  *Area served through the project, per application

<b>IOLTA vs. NON-IOLTA<sup>5</sup></b>	<b>ORGANIZATION SIZE<sup>6</sup></b>	
73% IOLTA (32) 27% NON-IOLTA (12)	7% <\$1M (3) 39% \$1-3M (17) 29% \$3-7M (13)	7% \$7-12M (3) 7% \$12-20M (3) 11% >\$20M (5)  62% (52) applications received with <\$5M budget

<sup>1</sup> Organizations may serve more than one geographic area, meet more than one legislative priority, or cover more than one project category.

<sup>2</sup> Infrastructure vs. Innovation: *All Applications = 35% Infrastructure; 7% Innovation; 58% Mixed*

<sup>3</sup> New vs. Returning: *All Applications = 23% New Grantees; 77% Returning Grantees*

<sup>4</sup> Geography: *All Applications = 23% Statewide; 12% Central California; 38% Northern California; 27% Southern California*

<sup>5</sup> IOLTA vs. Non-IOLTA: *All Applications = 71% IOLTA; 29% Non-IOLTA*

<sup>6</sup> Organization Size: *All Applications = 11% (<\$1M); 34% (\$1-3M); 26% (\$3-7M); 10% (\$7-12M); 8% (\$12-20M); 11% (>\$20M)*





## LEGISLATIVE PRIORITIES<sup>7</sup>

- 23% Serve Rural (10)
- 45% Serve Immigrants (20)
- 43% Community-Based Organization (CBO) Partnership (19)

## PROJECT CATEGORIES

### **Organizational Development - Technology (14)**

- Case Management System (CMS) (5)
- Website (4)
- Other Tech (e.g. (computer/laptop hardware & software, integrating systems, HR, finance systems etc.) (5)

### **Organizational Development - Services (13)**

- Diversity, Equity, Inclusion (DEI) Training & Data (4)
- Staff Training (e.g. trauma-informed, professional development, etc) & Hiring (3)
- Strategic Planning (3)
- Other Services (e.g. financial audit, financial sustainability) (3)

**Enhanced/Expanded Services** (including innovative pilot programs, enhanced technology to aid asylum seekers, self-help guides and videos, and Pro Bono) **(17)**

Infrastructure and innovation grants have in common the potential to make a long-term difference in the ability of the organization to serve more clients, with greater efficiency and increased quality. Without dedicated funding, the development of long-term strategies often are perceived as out of reach given the pressing demand to serve the clients at the door. Whether framed as an “infrastructure” or an “innovation” grant, these grants have the potential for far-reaching impact, and serve a range of constituencies including, immigrants, seniors, veterans, workers, and children.

A large proportion of grants selected will address the tremendous need in immigrant communities. One grantee proposes to meet clients’ language access needs by hiring a volunteer coordinator to recruit, train, and mentor bilingual volunteers and a contracted interpretation/translation service to improve reach and service delivery, while another proposes to design and test new technology to create and automate frequent text reminders for underserved immigrants in removal defense that are currently written and sent manually –

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<sup>7</sup> Legislative Priorities: All Applications = 14% Serve Rural; 40% Serve Immigrants; 45% Community-Based Organization (CBO) Partnership



which will avoid delays and failures in timely reaching immigrants and avoiding defaults. Organizations focus on different key constituencies, with several organizations working with survivors of trafficking.

A number of grants selected will address the tremendous need in rural communities and many grants involve deep partnerships, including formal collaborations. For example, one program will enhance its capacity to provide culturally competent legal services for the indigenous migrant community in the California central coast, particularly Ventura, Santa Barbara, and San Luis Obispo counties, by hiring a supervising attorney to oversee and grow their high-demand legal assistance program. Another program is working with a collaborative of organizations that serve human trafficking survivors in Los Angeles County to launch a mobile legal clinic that will provide culturally and linguistically appropriate on-site assistance to support victims who may not otherwise come forward on their own.

As was true of grants made over the first two years of this program, many of the grant projects will implement infrastructure improvements. Some are as simple as buying computers capable of running current software, while others require an expert consultant to help integrate systems for case management, financial information, human resources, and other information. This year because of the small size of many organizations seeking support, many of the applicants sought grant funding to increase staff capacity, envisioning that once in place the new staff person will not only be able to advance the organization but also position the organization to fund those key capacities in the future.

Choosing among applicants was extremely challenging due to the high caliber of the grant applications and the large number of grants received, a total requested funds exceeding the authorized appropriation by more than 200%. The number and strength of the applications demonstrates yet again that there is an overwhelming need for these infrastructure and innovation funds. The legal aid community is positioned to put the funds to good use.



<b>Descriptions of Grants Recommended for Funding and Recommended Funding Amount</b>	
<b>Description</b>	<b>Grant Amount</b>
<b>AIDS Legal Referral Panel of the San Francisco Bay Area</b> assists people with HIV in seven Bay Area counties with legal issues regarding housing, access to healthcare, citizenship, and finances, and assists in connecting them to other community services. ALRP will redesign and launch a new website with greater non-English capacity and new client data-gathering capabilities, allowing for faster response times to client and pro bono attorney inquiries. (Requested \$120,422)	\$100,000
<b>Alameda County Homeless Action Center (HAC)</b> provides free public benefits advocacy to unhoused and disabled residents of Alameda County. HAC seeks to restructure its internal operations management departments, all 11 of which currently report directly to the Executive Director, with support from an external operations consultant who will assess and help reorganize these departments and duties. (Requested \$74,030)	\$45,000
<b>Asian Americans Advancing Justice Southern California (AJSOCAL)</b> acts as a resource in Southern California for predominantly low-income, limited English proficient, and immigrant AAPI communities. AJSOCAL will use the grant to conduct a post-COVID-19 pandemic community needs assessment by which they will survey and conduct focus groups with indigent Asian American and Pacific Islander communities and conduct outreach to those with linguistic or cultural barriers to inform their future strategic plan and program development. (Requested \$230,000)	\$185,000
<b>California Indian Legal Services (CILS)</b> provides free and low-cost legal services to California tribes, tribal organizations, and Native American individuals throughout the State. CILS will obtain a new financial management software that tracks and confirms their finances are in alignment with their strategic business plan and develop a Performance Dashboard to be used by managers outside of the Finance Department to track the implementation of financial strategy across the organization. This cohesive financial and business planning platform will save staff time, eliminate duplicative manual entry and organizational work, automate processes, and reduce response times. (Requested \$165,000)	\$165,000
<b>California Rural Legal Assistance, Inc. (CRLA)</b> provides free, high-quality civil legal assistance to rural, low-income Californians, fighting for justice and individual rights alongside the most exploited communities. CRLA has 16 field offices spanning the state from northern California to the Mexican border serving rural counties. CRLA will launch a pilot project to collect and analyze data on factors contributing to unlawful tenant evictions in San Joaquin County for the creation of tools to support local housing advocates, plan systemic litigation, and educate partner agencies. This will ultimately reduce the rate of unlawful tenant evictions in the County and could be replicable by other legal aids and in other counties. (Requested \$54,785)	\$55,000



<p><b>Center for Gender and Refugee Studies - California, Inc. (CGRS)</b> advances the rights of individuals fleeing persecution in their home countries by improving the quality of legal representation available to them and the policies and laws that apply to their protection in California. CGRS has built the largest repository of unpublished asylum decisions in the country, but it currently requires staff to manually search in order to provide technical assistance to advocates. CGRS will use funds to create a password-protected data dashboard of aggregated information on how particular judges have treated similar asylum cases in a format advocates can easily access. This will reduce staff and administrative costs, improve transparency, and promote consistency in the way immigration judges make decisions in asylum cases. (Requested \$140,570)</p>	<p>\$141,000</p>
<p><b>Community Legal Services in East Palo Alto (CLSEPA)</b> provides legal services for historically marginalized and low-income families throughout San Mateo and Santa Clara Counties, as well as the East Palo Alto diaspora. CLSEPA will implement a data equity project with a data evaluation expert, staff, and clients, and invest in data systems and software that will produce actionable data for staff and clients. The outcome will be a roadmap for sustainable and equitable data evaluation processes for CLSEPA and other direct services organizations. (Requested \$163,800)</p>	<p>\$164,000</p>
<p><b>Contra Costa Senior Legal Services (CCSLs)</b> protects the rights of seniors, mediates senior poverty, and improves well-being and health outcomes by providing legal services in Contra Costa County. CCSLS will use funds to create a new Legal Services Director to unify and improve service delivery, outreach, and impact so that their clients-served profile better matches the population of the County, more geographical areas are reached, linguistic and economic diversity is improved, and the volume of services increases. (Requested \$113,460)</p>	<p>\$88,000</p>
<p><b>Dependency Advocacy Center (DAC)</b> provides free civil legal services to parents and children formally involved with the juvenile dependency court system and parents at risk of being involved in Santa Clara County's child welfare system. DAC will fund the implementation of a recently completed organizational assessment and DEI strategic plan, which will impact needed areas of the organization's growth and maturity including staff retention, more sensitive client service delivery, and improved hiring and onboarding. (Requested \$85,000)</p>	<p>\$85,000</p>
<p><b>Dolores Street Community Services</b> cultivates collective power among immigrant communities to create a more just society. Dolores Street Community Services is working in conjunction with Central Valley partners and subgrantee Pangea Legal Services to address the gap in legal representation for asylum seekers, especially from the Central Valley and Northern California's rural areas, by implementing an asylee-led project called Asylee Legal Empowerment Project (ALEP). As ALEP moves from the pilot phase, funds will be used to pair a former ALEP participant with a consultant who will develop their base-building and organizational skills, resulting in the former participant working as an organizer and leading various aspects of ALEP. (Requested \$250,000)</p>	<p>\$65,000</p>



<p><b>Elevate Community Center</b> works to elevate financial wellness in historically underserved communities and offers longer-term full legal representation in cases that other agencies may not accept in domestic violence, family law, elder abuse, criminal record clearance, landlord/tenant disputes, and real property disputes. As Elevate seeks to expand its legal services and outreach to rural areas, funding will be used to support their growth by conducting a financial audit. (Requested \$250,000)</p>	<p>\$25,000</p>
<p><b>Immigrant Legal Defense (ILD)</b> provides free legal services for detained immigrants, unaccompanied minors, asylum seekers, survivors of violent crimes and human trafficking, and undocumented youth in the Bay Area and Central Valley. ILD will leverage its current partnerships and service provision model for immigration legal services and legal education to low-income students in K-12 schools in Oakland Unified School District to expand and incubate a new K-12 partnership with West Contra Costa Unified School District. The result will be a best practices roadmap shared with Oakland International High School (OIHS) for immigration legal and wraparound services. (Requested \$237,600)</p>	<p>\$188,000</p>
<p><b>Immigration Institute of the Bay Area (IIBA)</b> is a regional organization with seven offices in six Bay Area counties providing immigration legal services, education, and civic engagement opportunities to support immigrants, refugees, and their families with a staff reflective of the communities they serve. As the largest nonprofit of immigration legal services in Northern California, IIBA seeks to increase its capacity to meet clients' language access needs by hiring a volunteer coordinator to recruit, train, and mentor bilingual volunteers and a contracted interpretation/translation service. This will improve reach and service delivery. (Requested \$128,988)</p>	<p>\$129,000</p>
<p><b>Inland Counties Legal Services, Inc. (ICLS)</b> provides free legal services to seniors and those in the greatest social or economic need with an emphasis on service delivery to rural communities in Riverside and San Bernardino Counties. ICLS will use funds to create high-quality videos and engaging online content and fact sheets to raise greater awareness of legal issues and help more individuals spot those issues earlier in the process to improve efficiency and quality of legal representation. (Requested \$152,000)</p>	<p>\$152,000</p>
<p><b>Inner City Law Center (ICLC)</b> provides free legal services to the poorest and most vulnerable residents of Los Angeles County, fighting for housing for low-income tenants, veterans, people living with HIV/AIDS, people living with disabilities, people who are experiencing homelessness, LA County's 100,000+ rural residents, and immigrants regardless of immigration status. ICLC will streamline its referral process into an automated online system so that partner organizations can efficiently refer potential clients, expediting the intake process, improving data quality, enabling data-driven decision-making, and saving significant time for ICLC and referring partners. (Requested \$125,000)</p>	<p>\$125,000</p>



<p><b>Jubilee Immigration Advocates</b> provides affordable, quality immigration legal services in the Bay Area and advocates for just immigration policies. Their current team speaks Cantonese, Mandarin, Tagalog, Vietnamese, and Spanish, and their case docket includes family-based immigration, humanitarian relief for survivors of violence and abuse, removal defense, and naturalization. Jubilee will enhance its Salesforce case management system and purchase immigration form management software to improve responses to increasing service requests, analyze clients served and target outreach, and more efficiently complete immigration forms in ongoing cases. (Requested \$47,149)</p>	<p>\$47,000</p>
<p><b>Justice At Last, Inc.</b> works to empower those who have been labor trafficked and commercially sexually exploited by providing access to free comprehensive legal services, advocacy, and specialized training in Sacramento, the Bay Area, Central Coast, and Central Valley. Justice At Last will launch a new Peer Support Mentoring Program, that will run in conjunction with the organization’s legal and advocacy services, focused on hiring lived experience experts as Peer Mentors to increase the safety, independence, self-sufficiency, and well-being of persons experiencing trafficking. (Requested \$150,000)</p>	<p>\$50,000</p>
<p><b>LACBA Counsel for Justice (CFJ)</b> is the charitable arm of the Los Angeles County Bar Association working in four distinct areas: Immigration, Domestic Violence, HIV/AIDS, and Veterans. CFJ will implement a case management system to bring its four siloed projects into one system to produce consistent recording of work, accurate reporting, and analysis/evaluation of outcomes. (Requested \$149,000)</p>	<p>\$149,000</p>
<p><b>LATIN ADVOCACY NETWORK-LATINAN</b> provides legal aid, education, and advocacy to low-income immigrants, especially in remote regions of Monterey and San Benito counties. LATINAN will use funds to create AI-assisted voice-to-text populated asylum immigration forms that will allow clients to complete forms at their convenience in their native language. This will focus more of the team’s energy on case strategy, with the potential to expand its use to other immigration forms. (Requested \$133,000)</p>	<p>\$117,000</p>
<p><b>Lawyers' Committee for Civil Rights (SF Bay Area) (LCCRSF)</b> advances the rights of people of color, immigrants, refugees, and low-income individuals by investing in legal fellows, training a network of 1,000+ pro bono attorneys, and harnessing the power of the private bar across LCCRSF’s Immigrant, Racial, and Economic Justice programs. LCCRSF will procure technical support to tailor and integrate currently siloed Mailchimp, Salesforce, Excel, and Legal Server contact/relationship management platforms. This will transform its pro bono program management, synchronize communications, enable strategic touchpoints with pro bono partners, and make collaboration more efficient and seamless. (Requested \$150,000)</p>	<p>\$150,000</p>





<p><b>Legal Access Alameda</b> provides free direct legal assistance to Alameda County and California low and moderate-income litigants by mobilizing volunteer attorneys to provide pro bono service in areas including bankruptcy, family law, housing, disaster response services and is the lead organization of the Disaster Legal Assistance Collaborative. Legal Access Alameda will implement a new Salesforce volunteer-client management database, resulting in a complete overhaul of the current volunteer and client management system. This will provide vital infrastructure for their growing organization. (Requested \$93,700)</p>	<p>\$94,000</p>
<p><b>Legal Aid Foundation of Los Angeles (LAFLA)</b> protects and advances the rights of the most underserved in Los Angeles County, ensuring access to the justice system for people living in poverty in Los Angeles County through direct representation, systems change, and community education and empowerment. LAFLA will launch a Language Justice Project (LJP), advancing equity and inclusion for people who use non-dominant spoken and signed languages, including the diverse immigrant and Deaf communities across the greater Los Angeles metropolitan area. The LJP will formalize existing ad hoc efforts by working with external language consultants, interpreters, and translators to develop policies and practices to ensure communities can access the full range of LAFLA's services regardless of language and advocate externally to protect language rights. (Requested \$243,703)</p>	<p>\$200,000</p>
<p><b>Legal Aid Foundation of Santa Barbara County</b> provides civil legal services to low-income and other vulnerable residents in Santa Barbara County to ensure equal access to justice. The Legal Aid Foundation of Santa Barbara County will use funds to make critical improvements to the organization's infrastructure, including a transition to an improved VOIP telephone system, the purchase of scheduling software for all-volunteer clinics/outreach services, and the purchase of large scanners/copiers for ongoing legal operations. (Requested \$38,000)</p>	<p>\$38,000</p>
<p><b>Legal Aid of Marin</b> works to create an equitable Marin County through legal representation, advocacy, and education for residents facing poverty, specifically those living at or below 200% of the federal poverty line, or who are otherwise eligible under the Older Americans Act. Legal Aid of Marin will hire a data systems administrator to create and implement a robust data infrastructure and train staff on how to use the infrastructure as part of the essential functions of their role. The data infrastructure will be instrumental in shaping the organization's 2025 strategic plan, affecting both statewide and local policy changes and furthering its commitment to diversity, equity, and inclusion. (Requested \$158,000)</p>	<p>\$158,000</p>
<p><b>Legal Aid of Sonoma County (LASC)</b> is the only full-service legal aid organization in Sonoma County working to promote social justice and advance human rights for vulnerable people in the community, targeting the Latinx community, seniors, people affected by disasters, and other historically marginalized communities. LASC seeks to create a more inclusive culture and equity in opportunity for staff to achieve their highest potential. They will hire an organizational development consultant(s) to help with diversity and inclusion practices and training/professional development for staff and interns. (Requested \$80,000)</p>	<p>\$80,000</p>



<p><b>Legal Aid Society of San Bernardino (LASSB)</b> works to empower vulnerable communities through pro bono volunteer efforts, focusing on San Bernardino and Riverside County's vulnerable populations. Leveraging A2J Tech's legal kiosk project in 7 other states, LASSB will launch the Accessible Legal Expertise Initiative (ALEXI), establishing legal kiosks that handle simple legal processes, including matters such as simple divorce, child support petitions, unlawful detainer answers, domestic violence cases, paired with dedicated staff and pro bono attorneys. The legal kiosks seek to empower client confidence in self-prepared documents, reduce delays in receiving assistance with matters that may be handled by the kiosks, and enhance service accessibility so staff have greater capacity to assist with more complex matters, such as conservatorships and guardianships. (Requested \$206,453)</p>	<p>\$100,000</p>
<p><b>Legal Assistance for Seniors (LAS)</b> works to ensure the independence and dignity of seniors in Alameda County. LAS is proposing an infrastructure project to transition to a new case management system, enabling more efficient workflows, reducing administrative inefficiencies, and allowing them to serve more clients.(Requested \$86,000)</p>	<p>\$86,000</p>
<p><b>Legal Assistance to the Elderly, Inc. (LAE)</b> serves the unmet legal needs of San Francisco seniors and adults with disabilities. Currently, LAE serves 2,000 clients per year; 97% are low-income, nearly two-thirds are people of color, and 57% have a disability. LAE will develop a new website to provide more robust information to clients, including foreclosure and elder financial abuse prevention information, and will integrate the new website with LAE's database to improve information gathering and service delivery. (Requested \$81,696)</p>	<p>\$82,000</p>
<p><b>Legal Services for Children, Inc. (LSC)</b> provides legal and social services to indigent youth in the Bay Area. LSC will redesign its website for accessibility, usability, and search engine optimization to increase the reach of services to a larger community of youth, better enable clients to locate and understand crucial information, support increased pro bono attorney recruitment and retention, and enhance professional training and technical assistance capacities for other youth-serving organizations.(Requested \$142,329)</p>	<p>\$142,000</p>
<p><b>Loyola Marymount University (Loyola Social Justice Law Clinic or LSJLC)</b> provides pro bono legal services to low income and historically underserved populations while training law students in best-practices representation, currently serving clients throughout Los Angeles County with a focus on areas with a high percentage of vulnerable residents. LSJLC will improve the data collection and reporting capabilities of its new CMS, Filevine, to allow for more robust reporting across clinics and service areas that will significantly reduce staff time currently spent on manual reporting and enhance LSJLC's evaluation and ability to best serve its clients and communities.(Requested \$150,000)</p>	<p>\$92,000</p>
<p><b>Mental Health Advocacy Services (MHAS)</b> assists low-income individuals with mental illness and provides training and technical assistance on the rights of individuals with mental illness to the broader legal aid and human services communities. MHAS will fund a robust Strategic Planning process that will involve significant participation from clients, community partners, and other stakeholders, and will produce an organizational Strategic Plan for 2025-2029. (Requested \$50,000)</p>	<p>\$50,000</p>





<p><b>Mixteco Indigena Community Organizing Project (MICOP)</b> organizes and empowers the indigenous migrant community in California's Central Coast, particularly in Ventura, Santa Barbara, and San Luis Obispo counties. MICOP will enhance the capacity of its Immigrant Legal Assistance program by hiring a supervising attorney. (Requested \$250,000)</p>	<p>\$144,000</p>
<p><b>Mobile Pathways</b> is a technology nonprofit that connects immigrants to advocates and services using trusted mobile technology and data, partnering with immigration-based nonprofits to inform underserved immigrants about their legal rights. Mobile Pathways will work with subgrantees Community Legal Services East Palo Alto, Al Otro Lado, Pangea Legal Services, and East Bay Sanctuary Covenant to expand the usage of Asylum Navigator, an innovative platform that empowers immigration advocates and asylum seekers by providing instant insights, contextualized data, and easily understandable information about asylum seekers' cases in immigration court. During the grant period, Mobile Pathways will design and test new technology to automate frequent text reminders that are currently written and sent manually for underserved immigrants in removal defense cases. (Requested \$155,000)</p>	<p>\$155,000</p>
<p><b>National Center for Youth Law (NCYL)</b> is a public interest law firm defending the rights of young people, improving the systems impacting their lives, and acting as a support center to legal services organizations through the provision of legal training, technical assistance, impact litigation partnership, and advocacy support. NCYL will launch the Trauma-Informed Training &amp; Support for Staff, Partners, and Immigrant Newcomer Youth Project, providing trauma-informed reports and training to its staff, legal services providers, and child advocates throughout the state. This will strengthen the infrastructure of these organizations and the sector to increase access to justice for newcomer children and youth. (Requested \$250,000)</p>	<p>\$235,000</p>
<p><b>Partnership for the Advancement of New Americans (PANA)</b> is a research, public policy, and community organizing hub dedicated to advancing the full economic, social, and civic inclusion of refugees, including responding to eviction notices, benefits advocacy, and providing asylum seekers with legal representation and emergency housing. To increase the legal program's capacity to serve San Diego's large and growing Black, Arab, Middle Eastern, Muslim, and South Asian (BAMEMSA) immigrant and refugee communities, PANA will hire a bilingual In-Language Intake and Community Support Organizer to conduct in-language intakes, triage critical community support, and provide interpretation and translation for attorneys representing predominantly Afghan, Arab, and African clients. (Requested \$190,612)</p>	<p>\$105,000</p>
<p><b>Public Interest Law Project (PILP)</b> serves legal aid organizations across the state by building their capacity to advance justice for low-income people and communities through impact litigation, trainings, and publications, and by advocating for low-income community groups and individuals on issues involving housing, homelessness, and public benefits. PILP will use funds to modernize its information management systems, moving from an outdated Microsoft Access database to a cloud-based, secure, accessible case management system. This will enable greater efficiency, quicker data access, and improved ability to evaluate and improve services. (Requested \$80,000)</p>	<p>\$80,000</p>



<p><b>Public Law Center (PLC)</b> works to increase access to justice for low-income and vulnerable communities throughout Orange County in family law, immigration, housing, consumer, health, veterans benefits, and small business/non-profit transaction law. As PLC enters Year 2 of its first Executive Director transition in over two decades, they will use funds to conduct a facilitated strategic planning process involving Staff, Board of Directors, Clients, Funders, and Community Partners to develop alignment around future strategic priorities, establish an organization-wide evaluation system that is informed by key justice, equity, diversity, and inclusion principles, and reinvigorate current work plans and structures. (Requested \$201,250)</p>	<p>\$98,000</p>
<p><b>Senior Advocacy Network (SAN)</b> advocates for the legal, health, and social needs of older adults by providing legal services for older adults in Stanislaus County. SAN will execute a digital transformation with support from an IT Consultant by modernizing its hardware, enhancing employee workstations, and implementing new software that allows SAN employees to work more collaboratively and efficiently, in the office and remotely.(Requested \$50,000)</p>	<p>\$50,000</p>
<p><b>Senior Legal Services (aka Senior Citizens Legal Services) (SLS)</b> defends the rights of the elderly to quality healthcare, social inclusion, personal and property security, and freedom from age or disability-based discrimination, extending its services to residents of Santa Cruz and San Benito Counties ages 60 and older, with outreach to economically disadvantaged seniors. SLS will launch a social worker pilot program (SWPP) that will allow clients to receive psycho-social services to more fully participate in their cases, reduce the negative traumatizing impact of their legal concerns, and improve legal outcomes.(Requested \$246,560)</p>	<p>\$155,000</p>
<p><b>Swords to Plowshares Veterans Rights Organization</b> provides wraparound services for more than 3,000 Bay Area veterans annually, many of whom are experiencing homelessness or earning poverty-level income. Swords to Plowshares will use funds to complete a human-centered redesign of their legal self-help guides (20 published since 2011), moving away from a text-based, formal format to a more user-friendly, accessible format for veterans seeking to upgrade their military discharges and access VA benefits and healthcare. (Requested \$60,000)</p>	<p>\$60,000</p>
<p><b>Thai Community Development Center (Thai CDC)</b> provides legal services to victims of human trafficking and labor exploitation in the areas of immigration relief and labor claims. Thai CDC will launch a mobile legal clinic among the Asian Pacific Islander Human Trafficking Task Force (API HTTF) partner organizations to provide culturally and linguistically appropriate on-site assistance to support victims who may not otherwise come forward on their own. The clinic will provide legal screenings, intakes, and referrals during joint operations with law enforcement where victims of human trafficking may be identified. API HTTF partner organizations include Access to Prevention Advocacy, Intervention &amp; Treatment, Chinatown Service Center, Korean American Family Services, Pacific Asian Counseling Services, Pilipino Workers Center, and Thai Workers Center. (Requested \$250,000)</p>	<p>\$250,000</p>



<p><b>The Congress of Neutrals (TCON)</b> facilitates conflict resolution through the mediation process by contracting with the Contra Costa Superior Court in Small Claims, Unlawful Detainers, Civil Harassment, and Family Law Contempt cases serving Contra Costa County. In collaboration with housing-related courts and community-based legal and resource-based organizations, TCON will use funds to provide a new Early Intervention Mediation Project in Merced and Contra Costa counties where parties will mediate before case trials instead of on the day of court, with a goal of increasing the number of settlement agreements that maintain current housing for tenants. (Requested \$60,000)</p>	<p>\$60,000</p>
<p><b>The Impact Fund</b> serves legal aid organizations and supports impact litigation on behalf of communities seeking economic, environmental, racial, and social justice. The Impact Fund will use funds to hire a consultant to develop a more sustainable financial model for the organization, beginning the next phase of organizational maturity as envisioned in a newly approved strategic plan. (Requested \$46,000)</p>	<p>\$46,000</p>
<p><b>Veterans Legal Institute (VLI)</b> provides pro bono legal services to homeless, disabled, low-income, and at-risk U.S. service members in Orange, Los Angeles, San Bernardino, and Riverside counties on issues of housing, employment, education, healthcare, and fostering self-sufficiency. VLI will redesign its client intake process with a sophisticated website overhaul to streamline the application process for veteran clientele. (Requested \$100,000)</p>	<p>\$90,000</p>
<p><b>TOTAL GRANT AWARDS</b></p>	<p><b>\$4,875,000</b></p>



## Attachment 1: Grants Committee and Grants Selection Committee Members

### **Grants Committee**

Hon. Gail Ruderman Feuer, Associate Justice, California Court of Appeals  
Hon. Lucy Armendariz, Judge, Superior Court of Los Angeles  
Catherine Blakemore, Selection Committee Chair  
Hon. Lisa R. Jaskol, Judge, Superior Court of Los Angeles  
Jack W. Londen, Executive Director, California Access to Justice Commission  
Claire Solot, Managing Director, The Bigglesworth Family Foundation

### **Liaisons to the Grants Committee:**

Salena Copeland, Executive Director, Legal Aid Association of California  
Mary Lavery Flynn, Consultant  
Melanie Snider, Managing Attorney, Judicial Council Center for Families, Children & the Courts

### **2023 Grants Selection Committee**

Catherine Blakemore, Selection Committee Chair  
Hilarie Atkisson, Senior Director of Corporate Social Responsibility/Pro Bono Counsel, Fenwick  
Nikki Dinh, Co Executive Director, Leadership Learning Community  
Nancy Glickman, Retired Program Analyst, LSC California grants  
Janis Hirohama, Equal Rights Director, League of Women Voters of California  
Crystal Miller O'Brien, Advice and Litigation Counsel  
Hon. Tony Richardson, Judge, Superior Court of Los Angeles, Emeritus Commissioner  
Chris Schneider, Central Valley Immigrant Integration Collaborative  
Rachel Williams, Pro Bono Counsel, Morrison Foerster  
Lucas Wright, Associate Director, The Bigglesworth Family Foundation

### **Consultant Staff**

Celeste Orr, Owner/Operator, Celeste Orr Media & Consulting  
Jenny Chung Mejia, Principal, Jenny Chung Mejia Consulting  
Stephanie Choy, Principal, Choy Consulting  
Mary Tam, Principal, Nahopena Consulting



## Attachment 2: Scoring Rubric

### **Innovation and Infrastructure Grants Selection Criteria**

This rubric is to provide reviewers with a common frame of reference when scoring the Applications. In addition to individual Application scores, the Selection Committee will consider other factors, such as seeking geographic diversity, in determining which organizations will be tentatively approved for funding. Because circumstances will vary, the rubric is intended to offer guidelines rather than hard rules.

**Total Points Available = 40 (34 Points + 6 Priority Points)**

#### **1. Organizational Vision, Capacity and Ability to Achieve Project Goals (Questions 12-13)**

The extent to which the organization demonstrates the ability to deliver and effectively manage the proposed activities and outcomes. This can include the articulated vision for the project and how it aligns with the organization’s mission. Overall considerations include where they are now, their intentions for the future, and their learning and growth capabilities. It is not limited to traditional capacity measures such as organization size, established infrastructure, or board stature, but rather can include important capacities such as strong community connections, established partnerships, and cultural competence.

**6 Points Available**

5-6 = the organization appears able to achieve the project goals and effectively manage the proposed activities and outcomes. Indicia may include well-articulated connection between the project and the mission, track record of the organization, experience and/or passion of the identified staff, quality of partner support. (Unless there is indicia otherwise, an organization will generally score a 5 or 6 on Organizational, Vision, Capacity and Ability to Achieve Project Goals.)  
3-4 = there is some indicia that the organization may have difficulty achieving the project goals and effectively managing the proposed activities and outcomes, for example, where staff is passionate but inexperienced, or the project seems disproportionately complex relative to the organization’s size and staff capacity.  
1-2 = no clear indicia that the organization has the capacity to complete the identified project goals; poor articulation of connection of project to mission

#### **2. Need for Proposed Services and Populations Served (Questions 14-16)**

The “why”: The application should explain the stated need to be addressed with these infrastructure and innovation grant funds. Depending on the nature of the project proposed, this may be a



description of the population the organization serves and an articulation of the community needs, or it may be a description of organizational needs and the issues the organization will address with these grant funds.

**8 Points Available + 2 Priority Points for serving rural communities and 2 Priority Points for serving immigrant communities (12 total, including Priority Points)**

7-8 = clear and compelling stated need to be solved (e.g. direct connection to addressing a core function that impacts the organization broadly, or addressing a challenge that deeply affects community needs and will have a wide-spread impact.

5-6 = stated need is identified and is moderately compelling but does not have as widespread an impact

3-4 = stated need is identified but lacks definition or is not compelling and impact is not clearly articulated

1-2 = the need is not clearly stated and it is unclear what problem is being solved and impact is not articulated

**Priority Points (when to apply priority points):**

- **1-2 Points: The grant services will be focused on rural communities or grant funds will impact the organization's ability to serve rural communities.**
- **1-2 Points: The grant services will be focused on underserved immigrant communities regardless of immigrant status or grant funds will impact the organization's ability to serve underserved immigrant communities.**



### 3. Strength of Proposed Project to Address Identified Infrastructure and/or Innovation Needs (Questions 17-19)

The project should describe the “what” and “how” of the proposed infrastructure and innovation activities. The application should explain how the grantee will address the stated need with proposed activities that have been thoughtfully conceived and well-articulated. Planning components should include an assessment of resources needed, including allocation of appropriate staff, analysis of the skills necessary to achieve deliverables, training, readiness, timeline, potential barriers, and outputs. **8 Points Available + 2 Priority Point for significant partnership (10 total, including 2 Priority Points)**

- 7-8 = clear articulation or other indicia that the proposed project is designed to address the stated need; detailed description of key planning components such as resources needed, implementation, timeline, dependencies, or other key elements like staff training
- 5-6 = moderate articulation or other indicia that the proposed project is designed to address the stated need; some description of key planning components
- 3-4 = minimal articulation or other indicia that the proposed project is designed to address the stated need; very little detail on planning components or indicia that plans are not carefully thought out
- 1-2 = no articulation or other indicia that the proposed project is designed to address the stated need; no planning components

#### Priority Points

**1-2 Points: The proposed grant activities involve significant partnership(s) with community-based nonprofits.**

### 4. Significance of Proposed Outcomes and Impact (Questions 20-23)

**Impact: will this project enhance the organization’s ability to provide quality legal services beyond the term of the grant? Outcomes may include the number of people served, increased efficiency measures, the nature of the impact, and other quantifiable deliverables, or it may be qualitative descriptions of how change will impact service delivery in the future. Relative to the grant amount requested, will the project result in meaningful impact for applicant or identified constituents?**

**8 Points Available**

- 7-8 = clear articulation or other indicia of how the project will expand the scope and/or effectiveness of legal aid work (for applicants, their partners, or the broader legal aid ecosystem in California); includes metrics or strong qualitative descriptions of the impact of proposed services and how it will create lasting positive change for service populations and/or the applicant organization
- 5-6 = moderate articulation or other indicia of how the project will expand the scope and/or effectiveness of legal aid work (for applicants, their partners, or the broader legal aid ecosystem in



California); some description of impact and how proposed services will create positive change for service populations and/or the applicant organization

3-4 = minimal articulation or other indicia of how the project will expand the scope and/or effectiveness of legal aid work (for applicants, their partners, or the broader legal aid ecosystem in California); lacks clear connection to impact of proposed services on service population and/or the applicant organization

1-2 = no articulation or other indicia of how the project will expand the scope and/or effectiveness of legal aid work (for applicants, their partners, or the broader legal aid ecosystem in California); no evident impact of proposed services for service population and/or the applicant organization

#### 5. Additional Factors (Question 25)

**Additional points can be allocated, up to four points total, for each significant additional consideration. Additional factors could include considerations such as replicability, sustainability, long-term impact, or contributions to the legal aid infrastructure or learning community as a whole (e.g. mapping of legal services).**

**4 Points Available**

**Is the project as described one cohesive project, and does the project's scope and outcomes justify the amount of funds requested? If your response is "no" or "unclear," please explain (drop-down Yes, No, Unclear)**

**Review Score Total: (self-calculates)**

**Based on the parameters above, do you recommend this grant be funded (in whole or in part)? (drop-down: definite yes, leaning yes, leaning no, neutral)**

**Comments:**





**Report to the Judicial Council of on Equal Access –  
Access to Justice Commission (FY 2023-2024)  
Agreement Number 98178**

**March 31, 2024**

The California Access to Justice Commission (CalATJ) submits this report as provided in Section 3.B.vii of that Exhibit D to Agreement Number 98178, Equal Access – Access to Justice Commission (FY 2023-2024).

**I. Background Information**

The California State Legislature recognized the California Access to Justice Commission (CalATJ) in statute (Gov. Code Sections 68655-68659). It appropriated \$250,000 “to provide funding to the California Access to Justice Commission to administer a tax-advantaged student loan repayment assistance program for service providers employed by qualified legal service projects and support centers.” (Stats. 2023, Ch.34, Sec.23 (SB133) Effective June 30, 2023.) That funding was provided on January 5, 2024 pursuant to Agreement Number 98178.

***The need for this program:*** New legal aid job openings now stay unfilled for months. Retaining experienced lawyers is, if anything, a bigger problem. One-third of California legal aid lawyers leave for other jobs each year. Candidate lawyers considering legal aid jobs and veteran lawyers deciding whether to stay report that the number one concern is money.<sup>i</sup> Student loan payments are a major factor. Over 84% of entry-level candidates and over 75% of all legal aid lawyers have educational debt, with the median amount being between \$125,000 and \$149,000, with typical interest and principal payments of \$8000 per year. The problem is even worse for legal aid lawyers of color with a median educational debt range of \$200,000–\$225,000 (2014 to 2018 graduates) and higher interest and principal payment burdens.<sup>ii</sup>

***The required form for tax-advantaged LRAP assistance:*** Section 23 of Chapter 34 of the State Budget Act of 2023 (SB133) appropriated funding through the Judicial Council for CalATJ to administer “a tax advantaged student loan repayment assistance program” (LRAP). As had been reported to the Legislature, achieving the tax advantage requires the use of the legal form of refinance loans covering all or part of the monthly payments that legal aid lawyers make on eligible student loans.

Borrowers ordinarily make their payments with after-tax dollars. However, CalATJ, as a nonprofit public benefit corporation, can make new loans to refinance the principal and interest payments of a participating legal aid lawyer. CalATJ can then cancel these refinance LRAP loans for lawyers who stay on the job. Although most loan cancellations are taxable, the program is designed to comply with Internal Revenue Code section 108(f), which excludes canceled student loans from the debtor’s taxable income. CalATJ’s cancellation of refinance LRAP loans will create the tax advantage that the California Legislature intended CalATJ to accomplish.

Accordingly, the “award” of LRAP assistance comes in the form of making LRAP loan distributions to participants who are borrowers until their loan balances are discharged.

***Funding for LRAP Awards:*** All funds provided pursuant to Agreement Number 98178 are for administration of the LRAP. None of those funds are for distribution to recipients of LRAP assistance.

The California Legislature authorized the use of IOLTA and Equal Access Fund (EAF) money for the CalATJ LRAP by amending Business & Professions Code Section 6219(b) to authorize qualified legal services projects and support centers, as defined in that article, “[t]o provide loan repayment assistance in accordance with a loan repayment assistance program administered by the California Access to Justice Commission for the purposes of recruiting and retaining attorneys who perform services as described in Section 6218 and permitted by Section 6223.”

CalATJ will accept contributions from qualified legal services projects and support centers to fund LRAP loan distributions to attorneys as permitted in Section 6219(b). These are the funds used for the tax-advantaged LRAP distributions to

legal aid attorneys. These funds must be used in compliance with the Guidelines issued by the Legal Services Trust Fund Commission on August 10, 2023 and updated on November 1, 2023. CalATJ requires each legal services organization that contributes funds to the CalATJ LRAP to certify that all uses of IOLTA and EAF money are fully compliant with the LSTFC guidelines.

In addition, if legal aid organizations are authorized to use other funding for LRAP loan distributions to other service providers who are not attorneys, CalATJ will administer those LRAP loan distributions. But no IOLTA or EAF money may be used, and the contributor must certify compliance with the requirements of the other source of funds.

***Persons Served:*** As the preceding response states, CalATJ's LRAP loan borrowers will be attorneys or other service providers (subject to the restrictions on the sources of contributed funds used) employed by California legal aid organizations. There are approximately 1700 attorneys who work for California legal aid programs funded by IOLTA and EAF.

If borrowers satisfy the requirements for cancellation of their LRAP loans, according to the program's purpose, they will not have to repay CalATJ for the LRAP distributions. By conforming to Internal Revenue Code section 108(f), the cancelled loan balance is excluded from the taxable income of the recipient. CalATJ will confirm, before advancing loan distributions, that the recipient is in conformity with the requirements for cancelling the loan. This will minimize the risk that any recipient will have to repay the loan or have to pay taxes on the distributions.

## II. Actions in Compliance with Sections 3.B.i through iii of Exhibit D

In August 2023, CalATJ's staff worked with the staff of the LSTFC the sections of the draft guidelines relating to LRAP administered by CalATJ. Executive Director Jack Londen participated in the meeting of the LSTFC Executive Committee and of the full Commission that led to approval of the guidelines on August 10, 2023. To clarify a point of interpretation about the scope of eligibility – “staff attorneys” only versus all attorneys employed by an IOLTA recipient legal services organization, CalATJ's staff and volunteers worked with staff of the relevant committees in the Legislature, which enacted an amendment to the language after LSTFC issued its guidelines. LSTFC used delegated authority to issue revised guideline language reflecting the legislative language change.

CalATJ, jointly with the staff of the LSTFC, developed FAQs about LRAP programs including the CalATJ-administered program. An updated version reflecting the statutory change noted in the preceding paragraph is attached as Exhibit 1 to this report.

CalATJ has adhered to the agreed upon guidelines developed in collaboration with the LSTFC for procedures, application process, distribution of LRAP loan proceeds, and evaluation criteria for loan repayment assistance review by adopting policies and procedures (see Exhibit 2) and by including a requirement of compliance with LSTFC guidelines in all agreements between CalATJ and contributors of money sourced from IOLTA and EAF and all agreements with participants who will receive LRAP loan distributions.<sup>1</sup>

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<sup>1</sup> The version of policies and procedures that appears as Exhibit 2 was initially prepared before December 31, 2023, and updated and submitted to the California Department of Financial Protection and Innovation (DFPI) after DFPI advised CalATJ in January, 2024, that it is required to apply for and obtain a Student Loan Servicer License before it can execute agreements with the participants who will receive LRAP loan distributions and before making such distributions. This is discussed further in Section V, below.

### **III. Webinars and Other Information Provided regarding Participation in the Loan Repayment Assistance Program (Section 3.B.iv of Exhibit D)**

Jointly with State Bar staff and the Legal Assistance Association of California, CalATJ participated in a webinar on August 28, 2023 regarding LRAP options to which the Executive Directors of all interested legal services organizations in California were invited, and many attended.

CalATJ launched on its website several informational pages about its LRAP on or about September 28, 2023. In addition, CalATJ created a confidential survey for potential participants to enter information about their loan payments in September, which remained open for approximately two months. The survey data was compiled as an Excel spreadsheet, omitting personally identifying information, that CalATJ provided on request to legal services organizations considering participation in an LRAP. The Excel budgeting summary created by CalATJ contained toggles that a potential LRAP contributor could control to apply use restrictions such as monthly distribution caps, limitation to law school loans or federal loans only, and estimate the amount of funding that would be required. Over 165 potential participants from 20 California legal services organizations submitted survey responses.

CalATJ thereafter conducted approximately ten online instructional sessions with legal services organizations about the LRAP and use of the LRAP budgeting tool.

### **IV. Activities to Ensure Compliance With, Other Applicable Laws and Regulations.**

CalATJ's LRAP is a novel program requiring compliance with several legal and regulatory schemes. By obtaining pro bono legal assistance from private attorneys at Morrison & Foerster LLP, CalATJ obtained over 100 hours of research, advice, and drafting (at a value of over \$120,000 at standard hourly rates for the specialist lawyers involved) without any charge to CalATJ or use of administrative funders under Agreement Number 98178.

Without disclosure of the communications between attorney and client, the work included requirements for compliance with (a) Internal Revenue Code provisions for exclusion of the discharged LRAP loan balances from recipients' gross taxable income; (b) federal Truth In Lending Law statutes and applicable Regulation Z provisions; (c) technology services contracts; (d) data security and privacy law compliance; and (e) California financial transactions laws and regulations.

These compliance efforts led CalATJ staff to investigate, beginning on or about November 27, 2023, about whether it would be necessary to obtain a license from the Department of Financial Protection and Innovation. After conferring with CalATJ's counsel, we asked for a conference with DFPI's staff. That led to a meeting with Christina Tetreault, Deputy Commissioner, Office of Financial Technology Innovation, and others on January 5, and a series of communications thereafter. On or about February 6, 2024, DFPI informed CalATJ that it would need a license under the California Student Loan Servicing Law, and that DFPI was still considering whether a license under the California Financing Law. On February 21, 2024, DFPI allowed us to submit a written request for a determination that the California Financing Law is not applicable. A copy of our request is attached as Exhibit 3.

As of March 31, 2024, DFPI has not issued the requested determination that no license under the California Financing Law; and CalATJ's application for license under the Student Loan Servicing Law is still under consideration. DFPI staff understands the legislation authorizing CalATJ to administer an LRAP for legal aid attorneys, and has been helpful and receptive throughout the process. However, we are unable to issue LRAP loan distributions before these licensing processes have been completed.

There is no legal impediment to CalATJ issuing initial distributions that reimburse for student loan payments going back to October 2023, and it is CalATJ's intention to do so if contributors provide the necessary funds. This will avoid much of the adverse effect from the delayed schedule in beginning to award LRAP distributions.

## **V. Timing of the Selection and Award of LRAP Distributions**

Section 3.B.v of Exhibit D to Agreement Number 98178 provided that CalATJ would “Review loan repayment assistance applications and make awards based upon evaluation criteria by March 31, 2024.” However, the legally required licensing by DFPI must be completed before CalATJ may permissibly begin either entering into LRAP loan agreements with participants or awarding LRAP loan distributions to them.

This was not a timing consideration that CalATJ or the Judicial Council understood on or before November 15, 2023, when the parties executed Agreement Number 98178. Indeed, after January 5, 2024, when CalATJ asked DFPI to confirm that a license would be required, DFPI did not communicate an answer until about February 2, 2024. (This is not, by any means, a criticism of DFPI, which has been helpful and expressed a desire to assist in getting the LRAP program established – in full compliance with the California laws DFPI administers.)

We submit this as the explanation for the extent of our progress under Section 3.B.v. That said, however, we can report that we have entered into Contribution Agreements with seven California legal services organizations even in advance of issuance of the license (which DFPI staff confirmed was permissible), and we are in discussions with a number of others.

We have engaged the services of an experienced LRAP administrator to enroll participants and provide reports to CalATJ reflecting eligibility information from participants’ online loan servicer platforms (as described in Exhibit 2.) This will allow CalATJ to make awards to eligible participants during the first month after DFPI issues the Student Loan Servicing license and confirms that no license under the California Financing Law is necessary. As noted above, the initial distributions can reimburse retroactively, if contributors provide funding, to avoid any reduction of economic benefits during 2024 because of the later start date.

VI. Distribution of Funds as of March 31, 2024 (Section 3.B.v of Exhibit D)

<b>California Access To Justice Commission</b>			
<b>LRAP Admin Revenue and Expense</b>			
<b>July 1, 2023 - March 31, 2024</b>			
	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
<b>Ordinary Income/Expenses</b>			
<b>LRAP Admin Revenue</b>			
Judicial Council Payment	1/5/2024	CalATJ	250,000.00
<b>Total LRAP Admin Revenue</b>			<b>\$ 250,000.00</b>
<b>Expenses</b>			
<b>LRAP Accounting Fees</b>	09/30/2023	Briones International LLC	2,655.00
	10/31/2023	Briones International LLC	2,520.00
	11/30/2023	Briones International LLC	2,250.00
	12/31/2023	Briones International LLC	2,100.00
	01/31/2024	Briones International LLC	1,560.00
	02/29/2024	Briones International LLC	2,490.00
<b>Subtotal Accounting Fees</b>			<b>\$ 13,575.00</b>
<b>LRAP Data Analysis Consultant</b>	11/30/2023	Christine Beliveau	832.50
	01/03/2024	Christine Beliveau	625.00
	02/01/2024	Christine Beliveau	4,950.00
	03/04/2024	Christine Beliveau	5,175.00
<b>Subtotal for Data Analysis</b>			<b>\$ 11,582.50</b>
<b>Information Technology</b>	09/28/2023	SurveyMonkey Inc. DBA Momentive Inc.	1,667.21
	02/23/2024	DocuSign, Inc. 12 month subscription	20,252.70
	03/25/2024	Fosterus initial set-up fee	25,000.00
	3/25/2024	Bill.com	55.50
<b>Subtotal Information Technology</b>			<b>\$ 46,919.91</b>
<b>License Application Expenses</b>			
<b>Licensing agency fees</b>	02/20/2024	NMLS	475.00
	3/18/2024	NMLS	75.00
<b>Livescan Fee Reimbursements</b>	02/09/2024	Carmichael Box Shop (Koleen Biegacki)	74.00
	02/09/2024	Catherine Blakemore	79.00
	02/09/2024	Janis Hirohama	79.00
	02/10/2024	Gail Ruderman Feuer	49.00
	02/15/2024	Jack Londen	76.00
	03/04/2024	Diego Cartagena	87.00
	03/05/2024	Jon Streeter	81.00
<b>Subtotal Livescan Reimb</b>			<b>525.00</b>
	12/4/2024	Secretary of State	4.00
	02/05/2024	Secretary of State	5.00
<b>Total for License Application Exp.</b>			<b>\$ 1,084.00</b>
<b>Surety Bond Premium</b>	03/04/2024	CalNonprofits Insurance Services	250.00
<b>Contract Staff Expense</b>		LAAC (K Biegacki 174.77 hrs)	\$ 14,995.27
<b>Total for Expenses</b>			<b>\$88,462.18</b>



As already noted, the use of funds for administration has been reduced because of the pro bono services provided by Morrison & Foerster LLP. In addition, CalATJ's undersigned Executive Director does not receive compensation from CalATJ. He has spent well over 350 hours on the design and implementation of the CalATJ LRAP since it was authorized by California law. These and other volunteer services explain why the actual use of funds has been lower than would otherwise have been required for the initial administration of the program.

Sections V and VI explain why there have as yet been no distributions of LRAP loan proceeds. Again, the funds for such distributions come not from Agreement Number 98178, but from contributors including legal services organizations that are authorized to use IOLTA and EAF funding for this purpose.

## **VII. Future Reporting**

CalATJ will submit supplemental reports on its operations, its distributions of LRAP loan proceeds, and the use of the administrative funding under this Agreement over coming months, as well as the required report as of December 31, 2024.

Respectfully submitted.



**Jack Londen**  
**Executive Director**  
**California Access to Justice Commission**

March 31, 2024

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<sup>i</sup> See CalATJ's report: *Legal Aid Recruitment and Retention*, <https://calatj.org/publication/legal-aid-recruitment-retention-and-diversity-2022/> at pages 15-16.

<sup>ii</sup> *Justice at Risk* at 32.



# Judicial Council of California

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

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## REPORT TO THE JUDICIAL COUNCIL

*Item No. 24-033*

For business meeting on September 20, 2024

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**Title**

Language Access Plan: Proposed Allocations for Signage and Technology Grant Program, Cycle 6, Fiscal Year 2024–25

**Rules, Forms, Standards, or Statutes Affected**

None

**Recommended by**

Advisory Committee on Providing Access and Fairness

Hon. Kevin C. Brazile, Cochair

Hon. Victor A. Rodriguez, Cochair

Language Access Subcommittee

Hon. Victor A. Rodriguez, Chair

Information Technology Advisory Committee

Hon. Sheila F. Hanson, Chair

Hon. Samantha P. Jessner, Vice-Chair

**Agenda Item Type**

Action Required

**Effective Date**

September 20, 2024

**Date of Report**

June 6, 2024

**Contact**

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### Executive Summary

The Advisory Committee on Providing Access and Fairness and the Information Technology Advisory Committee recommend approving proposed grant awards for the Language Access Signage and Technology Grant Program of \$2.35 million to expand language access for court users. For Cycle 6 (fiscal year 2024–25), 18 courts applied for signage and technology needs.

### Recommendation

The Advisory Committee on Providing Access and Fairness and the Information Technology Advisory Committee recommend that the Judicial Council, effective September 20, 2024:

1. Approve the proposed allocations of \$603,811.54 for signage and \$1,746,188.46 for technology for the Language Access Signage and Technology Grant Program for fiscal year (FY) 2024–25; and
2. Direct Language Access Services staff to work with Branch Accounting and Procurement to draft and execute intra-branch agreements with each awarded court.

The proposed allocations and summary of the requests for funding are included as Attachment A.

### **Relevant Previous Council Action**

In January 2015, the Judicial Council adopted the *Strategic Plan for Language Access in the California Courts*. The plan provides recommendations, guidance, and a consistent statewide approach to ensure language access for all of California’s approximately 6.4 million limited-English-proficient (LEP) residents and potential court users.

The Budget Act of 2018 (Stats. 2018, ch. 29) included \$2.55 million in ongoing funding for language access signage and technology (S&T) infrastructure support and equipment needs for the trial courts and the Judicial Council. On September 24, 2019, the Judicial Council adopted a process to annually disburse these language access signage and technology grants to the trial courts and directed Language Access Services staff to solicit and review grant applications and develop recommendations for review and approval by the Advisory Committee on Providing Access and Fairness, the Information Technology Advisory Committee, and the Judicial Council.<sup>1</sup> Grants are also approved by the Technology Committee.

Under the Language Access Signage and Technology Grant Program, courts may be eligible to receive up to \$200,000 for signage projects and up to \$270,000 for technology projects, unless total requests are under the annual allocation for each category, in which case, larger amounts may be requested and approved by the council for grants to expend funding.<sup>2</sup> This is the sixth year of the Language Access Signage and Technology Grant Program (Cycle 6). Most recently in September 2023 for Cycle 5 (FY 2023–24), the council approved grants to all 13 trial courts that applied for S&T grants and 4 additional courts that applied for grants under different but related grant opportunities.<sup>3</sup> All funding from Cycle 5 under the \$2.35 million annual allocation was distributed to courts.

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<sup>1</sup> See Judicial Council of Cal., Advisory Com. Rep., *Language Access Plan: Signage and Technology Grants* (Sept. 9, 2019), <https://jcc.legistar.com/View.ashx?M=F&ID=7675626&GUID=F2CCA714-356A-41B7-82B5-05C058CE0D6E>.

<sup>2</sup> See Judicial Council of Cal., Advisory Com. Rep., *Language Access Plan: Signage and Technology Grant Program, Fiscal Year 2021-22: Requests and Proposed Allocations* (Sept. 30, 2021), <https://jcc.legistar.com/View.ashx?M=F&ID=9942092&GUID=5220FB28-A269-47DA-BAAD-4D8A89638903>.

<sup>3</sup> See Judicial Council of Cal., Advisory Com. Rep., *Language Access Plan: Proposed Allocations for Signage and Technology Grant Program, Cycle 5, Fiscal Year 2023–24* (Aug. 23, 2023), <https://jcc.legistar.com/View.ashx?M=F&ID=12246027&GUID=DD2336E8-D1E6-4D2C-B3D8-D8CF7AA38921>.

## Analysis/Rationale

To support judicial branch language access expansion efforts, the Budget Act of 2018 included ongoing funding of \$1 million per year for language access signage and \$1.55 million per year for language access technology infrastructure support and equipment needs. Of the \$1.55 million for technology, \$200,000 is dedicated to the Judicial Council for upgrades to the online Language Access Toolkit and other council language access infrastructure support (such as translation costs for statewide forms, web content, and other multilingual resources for LEP court users). The amount available to trial courts for technology is, therefore, \$1.35 million each year. With the signage funding, the total grant amount available to trial courts each year is \$2.35 million.

Following are the goals of the Language Access Signage and Technology Grant Program:

- Support courts with the development of multilingual signage to help LEP court users navigate the courthouse.
- Assist courts that may need equipment or software that will facilitate communication with LEP court users and the courts.
- Allocate funds to as many trial courts as possible within the given budget to support language access signage and technology initiatives.
- Fund enhancements that provide LEP court users with greater access to the courts and to information in their language.
- Encourage courts to establish for grant funding an ongoing plan that coordinates with other facilities planning and/or with planned or ongoing technology initiatives that support language access as a core service of the court.

On March 15, 2024, a memorandum was released by Judicial Council Information Technology to courts on how to request funding for various technology grant opportunities on a single platform. The deadline for courts to apply was April 2, 2024.

Judicial Council staff coordinated the review of Cycle 6 Language Access Signage and Technology (S&T) Grant requests with the other technology funding requests (Information Technology Modernization Fund (ITMF) Program and Jury Management Systems Grant) to ensure that no court would receive duplicate funding for the same project.

For Cycle 6, 18 courts applied for signage and technology needs. Of the 18 courts that applied, seven courts also applied for grants with the ITMF Program. The projects from all 18 courts can be funded, with the exception of the Superior Court of San Francisco County's second priority signage project as the court's maximum request for grant funding has been met (see below).

For signage, San Francisco requested a total of \$419,023.75 for their two projects over the signage maximum application amount (\$200,000). Between the two projects submitted for consideration, the recommendation is to fund the court's first priority project up to the maximum amount. When tabulating the all signage-related projects from courts, \$396,188.46 remained in the signage category.

During Cycle 4, Budget Services confirmed that remaining funding from the signage category is allowed to go toward related technology category projects, and vice versa, as long as the projects benefit LEP court users. For Cycle 6, this approach results in a proposed allocation of \$603,811.54 for signage projects, and \$1,746,188.46 for technology projects, which would allocate the entire \$2.35 million.

For technology, project requests exceeded the available S&T technology funding of \$1.35 million because the Superior Court of Los Angeles County requested \$13,150,508.95 for a digital signage and wayfinding project. For Los Angeles, only the maximum of \$270,000 will be funded for technology. The Superior Court of Sonoma County requested \$277,236.03, which was over the maximum technology application amount. Because the Sonoma court applied for the same project under the ITMF, both grant programs agreed to split the funding with S&T to cover \$270,000, with the remainder of \$7,236.03 to be covered by the ITMF. The Superior Court of Yolo County applied for more than the technology maximum amount, but since the amount over the maximum is minimal (\$300), S&T will cover the full \$270,300. The Superior Court of Solano County also applied under the ITMF, and both grant programs agreed to split the funding with S&T to cover \$175,063.29, with the remainder of \$63,936.71 to be covered by the ITMF.

The proposed allocations are to be reviewed and approved by the Advisory Committee on Providing Access and Fairness on June 20, the Information Technology Advisory Committee on July 17, and the Technology Committee on August 12, 2024.

**Proposed Allocations: Signage and Technology Grant Program, Cycle 6 (FY 2024–25), in Dollars<sup>4</sup>**

County of Trial Court	Signage Award	Technology Award	Total Proposed Award
<b>Alameda</b>	35,000.00	—	35,000.00
<b>Contra Costa</b>	—	22,500.00	22,500.00
<b>Kings</b>	6,953.54	19,870.00	26,823.54
<b>Los Angeles</b>	200,000.00	270,000.00	470,000.00
<b>Monterey</b>	—	15,000.00	15,000.00
<b>Orange</b>	—	55,000.00	55,000.00
<b>Riverside</b>	—	75,000.00	75,000.00
<b>San Benito</b>	24,358.00	12,418.00	36,776.00
<b>San Diego</b>	—	35,000.00	35,000.00
<b>San Francisco</b>	200,000.00	270,000.00	470,000.00
<b>San Mateo</b>	2,500.00	14,000.00	16,500.00
<b>Santa Barbara</b>	85,000.00	—	85,000.00

<sup>4</sup> The seven courts that also applied for grants under IT Modernization Fund Program are Kings, Riverside, San Benito, Solano, Sonoma, Ventura, and Yolo. These courts can be fully funded by S&T, with the exception of Solano and Sonoma.

<b>Solano</b>	—	175,063.29	175,063.29
<b>Sonoma</b>		270,000.00	270,000.00
<b>Tulare</b>	50,000.00	—	50,000.00
<b>Ventura</b>	—	232,551.76	232,551.76
<b>Yolo</b>	—	270,300.00	270,300.00
<b>Yuba</b>	—	9,485.41	9,485.41
	<b>\$603,811.54</b>	<b>\$1,746,188.46</b>	<b>\$2,350,000.00</b>

The table below summarizes the number of project requests by signage grant priority.

**Signage Grant Projects**

<b>Priority #</b>	<b>Signage Grant Project</b>	<b>Total # of Projects</b>
1	Translation of Signage	0
2	Court Websites & Wayfinding Translations	4
3	Multilingual Wayfinding Strategies	5
4	Automated Queue-Management System	1
5	Multilingual Non-electronic Signage	0
	<b>Total Signage Grant Projects</b>	<b>10</b>

The table below summarizes the number of project requests by technology grant priority.

**Technology Grant Projects**

<b>Priority #</b>	<b>Technology Grant Project</b>	<b>Total # of Projects</b>
1	Telephonic/Video Remote Solutions to Support Language Access	5
2	Interpreter Equipment	5
3	Scheduling or Other Software	1
4	Multilingual Videos	0
5	Audiovisual Systems Upgrade	6
6	Multilingual Kiosks	2
	<b>Total Technology Grant Projects</b>	<b>19</b>

The above two tables summarize the total number of projects requested; some courts requested multiple projects. As a result, the total number of projects in the third column exceeds the total number of courts that applied this cycle. For a detailed explanation of all the grant projects, see Attachment A.

## **Policy implications**

Under the grant program, courts can apply for funding for audio or video remote solutions to support language access, including video remote interpreting (VRI), if permitted by their memorandums of understanding and any other agreements between court administration and court employees or independent contractors. All courts, including courts that participate in the grant program and request funding for VRI equipment, will be asked to follow the council's VRI guidelines for spoken language-interpreted events.<sup>5</sup>

## **Comments**

Public comments were not solicited for this proposal because the recommendations are within the Judicial Council's purview to approve without circulation.

## **Alternatives considered**

No alternatives were considered because the recommended allocations were calculated using the funding methodology approved by the Judicial Council.

## **Fiscal and Operational Impacts**

Funding assists courts with language access signage and technology initiatives. Because funding is ongoing for the trial courts, individual courts are encouraged to establish an ongoing grant funding plan that coordinates with other facilities or technology initiatives planned or underway in their court to support language access.

Judicial Council staff has clarified with Branch Accounting and Procurement and Facilities staff that courts may use grant funding for facilities modification costs that directly relate to the purpose of the grant—for signage or technology—as long as the anticipated facility modification costs are built into the total grant amount.

All courts that submitted S&T requests for Cycle 6, FY 2024–25, will be notified as to whether they will receive funding. Intra-branch agreements for the S&T grant requests that are funded are expected to be delivered to court executive officers for signatory approval and returned to the Judicial Council in November 2024. If the reimbursement request and invoices to support the requested reimbursement amount are not received by June 30, 2026, grant funding for the cost of the project will be unavailable for reimbursement to the awarded court.

## **Attachments and Links**

1. Attachment A: Signage and Technology Grant Program, FY 2024–25: Proposed Allocations

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<sup>5</sup> See Judicial Council of Cal., *Recommended Guidelines and Minimum Specifications for Video Remote Interpreting (VRI) for Spoken Language-Interpreted Events* (May 21, 2021), <https://languageaccess.courts.ca.gov/sites/default/files/partners/default/2023-07/vri-guidelines.pdf>.

**Attachment A: Signage and Technology Grant Program, FY 2024-25: Proposed Allocations  
(Signage)**

#	Trial Court Name	SIGNAGE Project Description(s):	TOTAL SIGNAGE Requested	PROPOSED SIGNAGE Awards
1	Alameda	Document Translation - <b>Signage Priority 2:</b> Court Websites Wayfinding Translations	25,000.00	25,000.00
		How to File Video Modification - <b>Signage Priority 3:</b> Multilingual Wayfinding Strategies	10,000.00	10,000.00
2	Kings	Qmatic Upgrade for Self Help and Family Court Services - <b>Signage Priority 4:</b> Automated Queue Management System	6,953.54	6,953.54
3	Los Angeles	CourtWays Digital Signage and Wayfinding Implementation - <b>Signage Priority 2:</b> Court Websites Wayfinding Translations	200,000.00	200,000.00
4	San Benito	CourtBoard External Hearing Display - <b>Signage Priority 3:</b> Multilingual Wayfinding Strategies	24,358.00	24,358.00
5	San Francisco	ACCESS Center PARTWAYS Virtual Wayfinder Project - <b>Signage Priority 3:</b> Multilingual Wayfinding Strategies	200,000.00	200,000.00
		Court's Update Signage System & Display - <b>Signage Priority 3:</b> Multilingual Wayfinding Strategies	219,023.75	-
6	San Mateo	Multilingual Online Wayfinding - <b>Signage Priority 2:</b> Court Websites Wayfinding Translations	2,500.00	2,500.00
7	Santa Barbara	Digital Content Refresh & Translation - <b>Signage Priority 2:</b> Court Websites Wayfinding Translations	85,000.00	85,000.00
8	Tulare	Signage Modernization - <b>Signage Priority 3:</b> Multilingual Wayfinding Strategies	50,000.00	50,000.00
			<b>\$822,835.29</b>	<b>\$603,811.54</b>



**Signage and Technology Grant Program, FY 2024-25: Proposed Allocations (Technology)**

#	Trial Court Name	TECHNOLOGY Project Description(s):	TOTAL TECHNOLOGY Requested	PROPOSED TECHNOLOGY Awards
1	Contra Costa	Courtroom Interpreter Equipment Devices - <b>Technology Priority 2:</b> Interpreter Equipment	22,500.00	22,500.00
2	Kings	Multilingual Kiosks - Lobby - <b>Technology Priority 6:</b> Multilingual kiosks	14,500.00	14,500.00
		Video Remote Interpreting - <b>Technology Priority 1:</b> Telephonic/Video Remote Solutions	5,370.00	5,370.00
3	Los Angeles	CourtWays Digital Signage and Wayfinding Implementation - <b>Technology Priority 6:</b> Multilingual Kiosks	13,150,508.95	270,000.00
4	Monterey	Self-Help Bookings - <b>Technology Priority 3:</b> Scheduling or Other Software	15,000.00	15,000.00
5	Orange	Video Remote Interpreting Equipment - <b>Technology Priority 1:</b> Telephonic/Video Remote Solutions	55,000.00	55,000.00
6	Riverside	Interpreter Equipment - <b>Technology Priority 2:</b> Interpreter Equipment	75,000.00	75,000.00
7	San Benito	Wireless Microphones for Courtrooms - <b>Technology Priority 2:</b> Interpreter Equipment	12,418.00	12,418.00
8	San Diego	Interpreter Equipment Upgrades - <b>Technology Priority 5:</b> Audio-Visual Systems Upgrade	15,000.00	15,000.00
		Interpreter Video Equipment Upgrades - <b>Technology Priority 5:</b> Audio-Visual Systems Upgrade	20,000.00	20,000.00
9	San Francisco	ACCESS Center PARTWAYS Virtual Wayfinder Project - <b>Technology Priority 1:</b> Telephonic/Video Remote Solutions	270,000.00	270,000.00
10	San Mateo	Interpreter Equipment and Coordination Enhancement - <b>Technology Priority 2:</b> Interpreter Equipment	14,000.00	14,000.00
11	Solano	Wireless Interpreting Equipment - <b>Technology Priority 2:</b> Interpreter Equipment	13,000.00	13,000.00
		Criminal Courtroom A/V Upgrades - <b>Technology Priority 5:</b> Audio-Visual Systems Upgrade	226,000.00	162,063.29
12	Sonoma	Audio-Visual Systems Upgrade - <b>Technology Priority 5:</b> Audio-Visual Systems Upgrade	267,750.14	260,514.11
		Interpreter Equipment Upgrade - <b>Technology Priority 5:</b> Audio-Visual Systems Upgrade	9,485.89	9,485.89
13	Ventura	Courtroom Video Upgrades Remote Proceedings - <b>Technology Priority 1:</b> Telephonic/Video Remote Solutions	232,551.76	232,551.76
14	Yolo	Workshops/Training Rooms AV Upgrade - <b>Technology Priority 5:</b> Audio-Visual Systems Upgrade	270,300.00	270,300.00

**Signage and Technology Grant Program, FY 2024-25: Proposed Allocations (Technology)**

15	Yuba	Speakerphones for Telephonic Interpretation - <b>Technology Priority 1:</b> Telephonic/Video Remote Solutions	9,485.41	9,485.41
			<b>\$14,697,870.15</b>	<b>\$1,746,188.46</b>

## Signage and Technology Grant Program, FY 2024–25: Proposed Allocations (Summary)

#	Trial Court Name	Funded in FY 2019-2020	Funded in FY 2021-2022	Funded in FY 2022-2023	Funded in FY 2023-2024	Funded in FY 2024-2025	SIGNAGE AWARD	TECHNOLOGY AWARD	TOTAL PROPOSED AWARDS
1	<b>Alameda</b>	Yes	Yes	Yes	No	Yes	35,000.00		35,000.00
2	<b>Contra Costa</b>	No	No	No	Yes	Yes		22,500.00	22,500.00
3	<b>Kings</b>	Yes	No	Yes	Yes	Yes	6,953.54	19,870.00	26,823.54
4	<b>Los Angeles</b>	Yes	No	No	Yes	Yes	200,000.00	270,000.00	470,000.00
5	<b>Monterey</b>	No	Yes	Yes	No	Yes		15,000.00	15,000.00
6	<b>Orange</b>	Yes	Yes	Yes	Yes	Yes		55,000.00	55,000.00
7	<b>Riverside</b>	No	No	No	No	Yes		75,000.00	75,000.00
8	<b>San Benito</b>	No	No	Yes	Yes	Yes	24,358.00	12,418.00	36,776.00
9	<b>San Diego</b>	No	No	Yes	Yes	Yes		35,000.00	35,000.00
10	<b>San Francisco</b>	Yes	No	Yes	Yes	Yes	200,000.00	270,000.00	470,000.00
11	<b>San Mateo</b>	Yes	Yes	Yes	Yes	Yes	2,500.00	14,000.00	16,500.00
12	<b>Santa Barbara</b>	Yes	No	Yes	No	Yes	85,000.00		85,000.00
13	<b>Solano</b>	Yes	No	Yes	No	Yes		175,063.29	175,063.29
14	<b>Sonoma</b>	No	No	No	No	Yes		270,000.00	270,000.00
15	<b>Tulare</b>	No	Yes	No	Yes	Yes	50,000.00		50,000.00
16	<b>Ventura</b>	No	No	Yes	Yes	Yes		232,551.76	232,551.76
17	<b>Yolo</b>	No	Yes	Yes	Yes	Yes		270,300.00	270,300.00
18	<b>Yuba</b>	Yes	No	Yes	No	Yes		9,485.41	9,485.41
							<b>\$603,811.54</b>	<b>\$1,746,188.46</b>	<b>\$2,350,000.00</b>