

# Request for Applications to Operate Projects Under the Sargent Shriver Civil Counsel Act, Fiscal Years 2026-2029

## 1. Introduction

The Judicial Council of California, Center for Families, Children & the Courts, is charged with the implementation of the Sargent Shriver Civil Counsel Act (Assem. Bill 590 (Feuer); Stats. 2009, ch. 457) by funding pilot projects. The purpose of the Sargent Shriver Civil Counsel Act is to improve timely and effective access to justice in civil cases by funding one or more projects that provide legal representation and improved court services to low-income parties on critical legal issues affecting basic human needs.

The program has had five grant cycles since 2011. In early 2012, the Judicial Council selected 10 projects to receive grant funds. Nine projects were selected in 2014, and 10 were selected in 2017. For the 2020-2023 grant cycle, 12 projects were selected in 2020, and one additional project was selected in 2021. For the 2023-26 grant cycle, 14 projects were selected. Under the terms of the legislation, the projects were authorized for three-year periods, subject to renewal for a period to be determined by the Judicial Council, in consultation with each participating project, considering the project's capacity and success. The sixth three-year grant period will commence on October 1, 2026. Up to \$18 million will be awarded for each fiscal year of the 2026-2029 grant period.

In September 2022, Governor Gavin Newsom signed Assembly Bill 2193 (Gabriel; Stats. 2022, ch. 486) that requires Shriver projects to provide a plan for serving all potential clients regardless of immigration status. Government Code section 68651 (b) (5) (G) (ii) provides that “[W]hen renewing grants for existing programs whose lead legal services agency is prohibited from serving certain persons on account of their citizenship or immigration status, the Judicial Council shall encourage the programs to explore ways to expand access to legal services for those persons, including potential opportunities for the lead legal services agency to contract with organizations or individual partners that are not subject to the same prohibition and to include them as a member of the local advisory committee. “Section (iii) further requires the Judicial Council to “give additional

consideration to programs that propose to establish or assist in the development of program elements that would newly provide access to legal services regardless of immigration status in that region.”

## 2. Application Information

### 2.1 Eligibility

Each project is a partnership among (1) the court; (2) a “qualified legal services project,” as defined by Business and Professions Code section 6213(a), that will serve as the lead legal services agency for case assessment and direction, and (3) other legal services providers in the community that are able to provide services for the project. The role of the partners is set out in Government Code section 68651(b)(4).

#### 2.1.1 Legal Services Providers

Eligible applicants for this program are legal services providers, in partnership with California superior courts, who will provide legal representation to low-income Californians who are at or below 200 percent of the federal poverty level and need representation in one or more of the following areas:

- Housing-related matters
- Domestic violence and civil harassment restraining orders
- Elder abuse
- Guardianship of the person
- Probate conservatorship
- Child custody actions by a parent seeking legal or physical custody of a child

Eligible applicants may submit one application for projects that will provide legal services for any of the above-listed case types.

Considering the significant percentage of parties who are unrepresented in family law matters, proposals to provide counsel in child custody cases should be considered among the highest priorities for funding. Up to 20 percent of the total available funding will be allocated for projects that provide representation in child custody cases. If the project will include child custody matters, applicants must submit a separate project budget for

providing legal services in those cases. Housing, domestic violence and civil harassment restraining orders, elder abuse, guardianship, and probate conservatorship projects should be combined into one project budget.

The lead legal services agency will:

- Receive all referrals to the project and determine eligibility based on uniform criteria.
- Provide representation to the clients or make referrals.
- Identify and make use of pro bono services from attorneys to maximize available services efficiently and economically.

### **2.1.2 Court Partners**

Court partners will implement improved court procedures, training, case management and administration methods, and best practices to ensure that eligible low-income unrepresented parties in the proposed areas of law have meaningful access to justice. Improved court procedures should guard against the involuntary waiver or other loss of rights in the selected legal areas and the disposition of cases by default or without appropriate information and regard for potential claims and defenses. Procedures should also encourage fair and expeditious voluntary dispute resolution, consistent with principles of judicial neutrality, and consider that self-help services may be inadequate to meet all the needs of unrepresented parties because of their relative education, income, language proficiency, and skills to effectively advocate for themselves in light of the nature and complexity of the proceeding, particularly when the opposing party is represented by counsel.

Courts may want to consider collaborative court models, expanded self-help assistance, simplified procedures, opportunities for remote appearances, expanded settlement conferences, and other settlement services that could be funded as part of this partnership.

### **2.1.3 Advisory Committee**

The statute requires that a local advisory committee be formed for each project, to include representatives of the bench and court administration, the lead legal services agency, and the other agencies or legal service providers that are part of the project team. The role of the advisory committee is to facilitate the administration of the project and to ensure that

the project is fulfilling its objectives. In addition, the committee will resolve any issues that arise during the course of the project—including issues concerning case eligibility—and recommend changes in project administration in response to implementation challenges. The committee is to meet at least monthly for the first six months of the project, and no less than quarterly for the duration of the funding period. Each authorized project must catalog changes to the program made during the three-year period based on its experiences with best practices in serving the eligible population.

#### **2.1.4 Participation in Data Collection Study**

Applicants must participate in a legislatively mandated data collection study. AB 330 requires the Judicial Council to submit a data collection report to the Legislature every five years. The statute provides that the study include:

- Percentage of funding by case type;
- Impact of providing representation on equal access to justice and the effect on the clients and court administration and efficiency;
- Impact of enhanced coordination between courts and other government service providers and community resources;
- Impact of the program on families and children;
- Strategies and recommendations for maximizing the benefit of that representation in the future; and
- Assessment of the continuing unmet needs and, if available, data regarding those unmet needs.

The initial evaluation report on the effectiveness and continued need for the project study was submitted to the Legislature in January 2016

([courts.ca.gov/sites/default/files/courts/default/2024-12/lr-sargentshrivercivilcounselact.pdf](https://courts.ca.gov/sites/default/files/courts/default/2024-12/lr-sargentshrivercivilcounselact.pdf)). A more in-depth study was submitted in August 2017 ([courts.ca.gov/sites/default/files/courts/default/2024-12/lr-2017-jc-shriver-civil-right-to-counsel.pdf](https://courts.ca.gov/sites/default/files/courts/default/2024-12/lr-2017-jc-shriver-civil-right-to-counsel.pdf)), and a five-year report was submitted in June 2020 and June 2025 ([courts.ca.gov/system/files?file=file/shriver-legislative-report\\_june-30-2020.pdf](https://courts.ca.gov/system/files?file=file/shriver-legislative-report_june-30-2020.pdf) & <https://courts.ca.gov/system/files/file/lr-2025-sargent-shriver-civil-counsel-act.pdf>).

## 2.2 Due Date and Submission Instructions

Completed applications including a Project Summary, Project Narrative, Budget Proposal, and Certificates and Attachments must be completed, below, and submitted **by 2:00 p.m. on Friday, November 7, 2025. NO EXTENSIONS WILL BE GRANTED.**

Please submit your application online using this [link](#). Applications that are late will not be accepted for grant review.

For assistance, please contact [ShriverCommittee@jud.ca.gov](mailto:ShriverCommittee@jud.ca.gov) or by phone at 415-865-7568.

## 2.3 Grant Timeline

The Judicial Council has developed the following list of key events related to this application. All dates are estimated and are subject to change at the discretion of the Judicial Council.

**Grant application issued:** September 30, 2025

**Videoconference for interested bidders** (will be recorded and posted): *October 9, 2025, noon Pacific time (PT)*: Register for the videoconference [here](#).

**Deadline for questions – submit questions [here](#) by *October 15, 2025***

**Questions, answers, and recording of webinar for interested bidders posted at <https://courts.ca.gov/advisory-body/shriver-civil-counsel-act-implementation-committee>:** *October 21, 2025*

**Applications due:** ***November 7, 2025, no later than 2 p.m. PT***

**Evaluation of applications:** *November 2025–January 2026*

**Judicial Council meeting to consider grant awards:** *April 23-24, 2026*

**Notice of award:** *April 27–May 1, 2026*

**Negotiations and execution of contracts:** *April 27–September 30, 2026*

**Contracts start date:** *October 1, 2026*

**Contracts end date, with option for two 1-year renewals:** *September 30, 2027*

## 2.4 Grant Awards

The Judicial Council intends to award grant funding for Shriver projects for a three-year period, **October 1, 2026, through September 30, 2029**. The Judicial Council will administer grant funds through separate contracts between the Council and the lead legal services provider, and between the Council and court partners, for each year of the grant period.

## 2.5 Use of Funds

Grant funds may not be used to supplant or replace already allocated funding for salaries of any current court staff.

Funds allocated to the program by this agreement must be used for the purposes established by the grant and must not be used for any other purpose.

The lead legal services agency will submit monthly invoices for reimbursement, and applicable cooperative court partners will submit quarterly invoices for reimbursement. The lead legal services agency and court partners will be provided with a yearly contract maximum for each year of the three-year grant period.

The other partner organizations (subcontractors) will submit invoices through the lead legal services agency.

## 2.6 Application Review

As set out in Government Code section 68651(b)(5), applications will be reviewed by an implementation committee appointed by the Chief Justice, who is chair of the Judicial Council. The implementation committee will make recommendations for grant awards to the Judicial Council.

The implementation committee will assess projects based on the applicants' capacity for success, innovation, and efficiency. This includes, but is not limited to, the likelihood that the project will effectively deliver quality representation that will meet critical needs in the community and address the needs of the court regarding access to justice and calendar management as well as the unique local unmet needs for representation in the community.

Projects will be selected based on whether, in the cases proposed for service, the persons to be assisted are likely to be opposed by a party who is represented by counsel. The committee will also consider the following factors specified in Gov. Code, § 68651(b)(5); in selecting the projects:

- a) The likelihood that representation in the proposed case type tends to affect whether a party prevails or otherwise obtains a significantly more favorable outcome in a manner in which they would otherwise frequently have judgment entered against them or suffer the deprivation of the basic human need at issue.
- b) The likelihood of reducing the risk of erroneous decision.
- c) The nature and severity of potential consequences for the unrepresented party regarding the basic human need at stake if representation is not provided.
- d) Whether the provision of legal services may eliminate or reduce the potential need for, and cost of, public social services regarding the basic human need at stake for the client and others in the client's household.
- e) The unmet need for legal services in the geographic area to be served.
- f) The availability and effectiveness of other types of court services, such as self-help.
- (g) (i) The program's plan for providing service to all potential clients regardless of immigration status.
  - (ii) When renewing grants for existing programs whose lead legal services agency is prohibited from serving certain persons on account of their citizenship or immigration status, the Judicial Council shall encourage the programs to explore ways to expand access to legal services for those persons, including potential opportunities for the lead legal services agency to contract with organizations or individual providers that are not subject to the same prohibition and to include them as a member of the local advisory committee.
  - (iii) When selecting among new program proposals, the Judicial Council shall give additional consideration to programs that propose to establish or assist in the development of program elements that would newly provide access to legal services regardless of immigration status in that region.

The committee will further consider whether the legal services organizations and the courts have the capability to provide data for the data collection requirement.

The Judicial Council may conduct interviews with, or request additional information from, proposers to clarify aspects described in their proposals. The implementation committee will make recommendations to the Judicial Council regarding which proposed projects to fund.

Project Name

Example: Name of Legal Services Agency – Child Custody Representation

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## 3. Application

Applicants must provide all information requested below, which includes a Project Summary, Project Narrative, Budget Proposal, and Certifications and Attachments. All fields are required.

### 3.1 Project Summary

#### 3.1.1 Applicant and Partner Names and Contact Information

- Applicant certifies that they are a qualified legal services project as defined by Business and Professions Code section 6213(a) and will serve as the lead legal services agency for case assessment and direction.

Lead Legal Services Agency Name

Address

County

Address

City

State, Province, or Region

Zip or Postal Code

Contact Name

Contact Title

Contact Email

Contact Phone

Federal Tax Identification Number

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Court Partner Name

Address  
County  
Address  
City  
State, Province, or Region  
Zip or Postal Code  
Contact Name  
Contact Title  
Contact Email  
Contact Phone

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Will the project utilize legal services subcontractors?

- Yes
  - No
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3.1.2 Indicate the case types for which the project will provide legal representation.

- Housing
- Domestic violence
- Civil harassment
- Elder abuse
- Guardianship of the person
- Probate conservatorship
- Child custody

3.1.3 Provide a one-paragraph summary of the project.

Max. 225 characters.

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## 3.2 Project Narrative

### 3.2.1 Overview of Project Objectives and Target Services

- a) Describe the areas of need that will be addressed by the project.
  - b) Describe how the project will be administered.
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### 3.2.2 Service Delivery and Referrals

- a) Provide an estimate of the number of clients the project will serve for each year of the grant period.
- b) Indicate each service delivery method that will be used. Describe each service delivery method. Provide an estimate of the number of clients the project will serve for each method.

Example:

Service Delivery Method #1: Limited Scope Representation, landlord/tenant.

Description of Service Delivery Method #1: Identify defenses, prepare an answer to be filed with the court, provide information to client about settlement options, and basic trial preparation.

Estimated number of clients to be served by method #1 (annually): 320.

*Applicant may provide information for up to seven service delivery methods.*

b.1a) Service Delivery Method #1

b.1b) Description of Service Delivery Method #1

b.1c) Estimated number of clients to be served by method #1 (annually).

Add a second service delivery method?

- c) List and describe the referral systems that will be developed as part of the project.
- d) Describe how cases will be assessed and determined whether clients will receive full legal representation, limited legal representation, advice and assistance only, mediation, or referred to self-help or other services.
- e) Describe how services will be provided to individuals with limited English proficiency.
- f) Describe how the lead agency will ensure that services are available to all individuals regardless of immigration status. Include whether the lead agency will establish or assist in the development of program elements that would ensure access to legal services regardless of immigration status. If the lead legal services agency is prohibited from serving certain persons on account of their citizenship or immigration status, describe how the project will expand access to legal services for those persons, including contracting with organizations or

individuals that are not subject to the same prohibition and to include them as a member of the local advisory committee.

g) Describe how services will be provided to persons with disabilities.

h) Specify where the program will be located.

i) Describe how potential clients will learn about the project.

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### **3.2.3 Conflicts**

a) Describe how conflicts will be identified and addressed, without violating attorney-client privilege, when opposing parties seek representation and both are eligible for services.

b) Describe the protocols for referring to the cooperating agency or conflicts panel when both parties are eligible for services.

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### **3.2.4 Coordination with Private Attorneys**

a) Describe how the project will utilize private attorneys as pro bono counsel and/or paid contractors.

b) Describe how private attorneys will maintain and provide information about their time representing project clients

c) Describe how pro bono attorneys will be encouraged to provide legal services to project clients.

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### **3.2.5 Program Effectiveness and Efficiencies**

a) Describe how the project will eliminate or reduce the potential need for, and cost of, public social services or otherwise potentially lead to public savings.

b) Describe how the project will reduce the unmet need for legal services within the geographic area served by the project.

c) Describe how the project will guard against the involuntary waiver or other loss of rights.

d) Describe how the project will reduce the risk of erroneous court decisions.

e) Describe how the project will encourage fair and expeditious voluntary dispute resolution.

- f) Describe how the project will result in more informed decisions by the court or a more favorable outcome for the client.
- g) Describe how the project will address the needs of the court regarding access to justice, calendar management, and the fair and efficient administration of justice.
- h) Provide information about the cost-effective provision of legal representation to eligible low-income clients in the specified areas of the law that can be replicated in other parts of the state.
- i) Describe how the project will increase the public's trust and confidence in the court.
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### 3.3 Lead Legal Services Agency

- a) Provide an overview of the lead agency's qualifications. Highlight the lead agency's experience providing legal representation in the areas of law for which services will be provided, or other areas of law. Include the expertise and experience of agency staff members who will be responsible for the project.
- b) Provide an overview of the qualifications of legal services subcontractors who will render legal representation to project clients.
- c) Describe how attorneys and support staff will be supervised to ensure the quality and adequacy of legal representation. Describe the mechanisms that will be used to ensure the oversight of the quality of services provided by subcontractors and pro bono attorneys.
- d) Describe the lead agency's ability to manage a large project, maintain required data, and address potential delays in payment resulting from the complexity of the state reimbursement process.
- e) Describe one similar project that the lead agency has completed, including a project overview, the number of staff involved, the number of clients served, and the project data collection activities.
- f) Has the proposed project received funding from the Shriver Civil Counsel Implementation grant before?
- Yes
- No
- g) For projects previously funded by a Shriver grant, list the innovations instituted, describe their successes and challenges of those innovations, and explain whether any changes will be implemented during the new grant period.
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## 3.4 Collaboration

- a) Describe past collaborative efforts between the lead legal services agency and the partner court, and between the lead agency and their legal services subcontractor(s) that will participate in the project.
  - b) Describe the processes that the lead legal services agency and the court have in place to prevent the lead agency, its subcontractors, and the court from double-charging personnel time or costs to different contracts.
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## 3.5 Court Role

### 3.5.1 Court Innovation

- a) Describe the innovations that the court will adopt regarding court procedures, training, case management, and administration methods to implement best practices to ensure that project clients will have meaningful access to justice.
- b) Describe any impacts you anticipate those court procedures will have on achieving the goals of the Sargent Shriver Civil Counsel Act (Gov. Code § 68651).

For example, will the innovative procedures increase settlements; preserve court resources and personnel; reduce the inaccurate or incomplete court papers, unnecessary continuances, and unproductive court appearances; or guard against the involuntary waiver of rights or the loss of other rights or the disposition of cases by default or without the court receiving appropriate information to determine the case?

- c) If such court procedures have already been instituted, provide information on the successes and challenges of those efforts and whether there are proposed changes to those court procedures if this project is awarded grant funding.
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### 3.5.2 Court's Procedures to Encourage Voluntary Dispute Resolution

- a) Describe new procedures the court adopted or will adopt to encourage the parties to participate in fair and expeditious voluntary dispute resolution, consistent with the principles of judicial neutrality.
  - b) If the court has already adopted new procedures, provide information on the successes and challenges associated with these efforts and whether there are proposed changes to these procedures if this project is awarded grant funding.
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## 3.6 Data Collection Requirement

Full participation in the data collection study of the project is required. An important goal of the Sargent Shriver Civil Implementation Act is to measure the effectiveness of different approaches to providing services. A number of data collection approaches will be used.

- a) Describe the lead legal services agency's capability to participate in the data collection of the project. State the lead agency's commitment to cooperate with the Judicial Council and its data collection contractor.
  - b) Describe how the lead agency will assist the Judicial Council's contractor with data collection, including supplying information about the time devoted to representing project clients, maintaining case and statistical information required for reporting purposes, facilitating access to court records for review, facilitating access to clients for follow-up surveys or interviews, and hosting contractor and Judicial Council site visits. Indicate the lead agency's commitment to participate in an extensive site-level evaluation.
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## 4. Budget Proposal

Applicant must submit one budget proposal that includes housing, domestic violence and civil harassment restraining orders, elder abuse, guardianship, and probate conservatorship cases, combined. If the project will include child custody cases, applicant must submit a separate budget proposal for only child custody representation.

### **4.1 Download and complete the Budget Proposal Excel Workbook for the project.**

A completed Budget Proposal Excel Workbook is required to be submitted with the grant application for the project. All seven tabs of the workbook must be completed and are described below. The workbook is available for download at <https://courts.ca.gov/system/files/file/shriver-application-budget-2026-2029.xlsx>.

**Please note that the fiscal year is October 1 – September 30.**

#### **Tab. 1. Proposed Budget for FY 2026-27**

The proposer must specify the total maximum cost for the first fiscal year of the project. The tab must include all salary and operational costs for the lead legal services agency, court partner, and partner organizations. Use Tab 1A to enter budgets for all partner legal service agencies if you have more than one. Amounts from Tab 1A will automatically populate.

#### **Tab. 1A. Partners Budgets for 26-27**

Enter all Proposed Partner Organization Budgets for FY 2026-27. The proposer must specify the total maximum cost for the first fiscal year of the project for each partner

organization. The tab must include all salary and operational costs for each partner organization.

**Tab. 2. Proposed Budget for FY 2027-28**

The proposer must specify the total maximum cost for the second fiscal year of the project. The tab must include all salary and operational costs for the lead legal services agency, court partner, and partner organizations. Use Tab 2A to enter budgets for all partner legal service agencies if you have more than one. Amounts from Tab 2A will automatically populate.

**Tab. 2A. Partners Budgets for 27-28**

Enter all Proposed Partner Organization Budgets for FY 2027-28. The proposer must specify the total maximum cost for the first fiscal year of the project for each partner organization. The tab must include all salary and operational costs for partner organizations.

**Tab. 3. Proposed Budget for FY 2028- 29**

The proposer must specify the total maximum cost for the third fiscal year of the project. The tab must include all salary and operational costs for the lead legal services agency, court partner, and partner organizations. Use Tab 3A to enter budgets for all partner legal service agencies if you have more than one. Amounts from Tab 3A will automatically populate.

**Tab. 3A. Partners Budgets for 28-29**

Enter all Proposed Partner Organization Budgets for FY 2026-27. The proposer must specify the total maximum cost for the first fiscal year of the project for each partner organization. The tab must include all salary and operational costs for partner organizations.

**Tab. 4. Three-Year Summary**

This tab will automatically populate based on the summation of the total maximum costs of the grant's three fiscal years that the proposer provided in tabs 1-3.

**Tab. 5. Other Funding Sources for FY 2026-27**

The proposer must specify other funding sources that would support or supplement only the first fiscal year of the project for the lead legal services agency, court partner, and partner organizations. Numbers from Tab 5A will automatically populate.

**Tab. 5A. Partners Funding 26-27**

Enter partner organizations with other funding sources that would support or supplement only the first fiscal year of the project.

**Tab. 6. Proposed Staffing for FYs 2026-29**

The proposer must specify the number (in full-time equivalents) of attorneys, paralegals, and other personnel who would be assigned to the project for the lead legal services agency, court partner and partner organizations for each year of the grant. Use Tab 6A to

enter proposed staffing for all partner legal service agencies if you have more than one. Numbers from Tab 6A will auto-populate.

**Tab. 6A. Proposed Staffing 26-29**

The proposer must specify the number (in full-time equivalents) of attorneys, paralegals, and other personnel who would be assigned to the project for the partner organizations for each year of the grant.

**Tab. 7. Prior Legal Services Provided**

The proposer must specify the civil legal services provided from July 1, 2024, to June 30, 2025 by the lead legal services agency and partner organizations.

**4.2 Upload a completed Budget Proposal Excel Workbook for housing, domestic violence and civil harassment restraining orders, elder abuse, guardianship, and probate conservatorship cases, only.**

**4.3 Will the project provide representation for child custody matters?**

- Yes
- No

**4.4 Upload a separate Budget Proposal Excel Workbook that includes child custody cases, only.**

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## 5. Attachments and Certifications

Applicants must complete and submit the following attachments and provide certifications as part of the grant application. Attachments 3-8 must be signed by an authorized representative of the lead legal services agency. Instructions and links to download the required documents are below.

### **5.1 Attachment 1, Administrative Rules Governing RFPs (Non-IT Services)**

Applicant must review the rules in [\*Attachment 1, Administrative Rules Governing RFPs \(Non-IT Services\)\*](#) that govern this RFP and submit *Attachment 1* with the application.

**Upload Attachment 1**

## **5.2 Attachment 2, Standard Terms and Conditions**

Applicant must review [\*Attachment 2, Standard Terms and Conditions\*](#). If applicant accepts the *Standard Terms and Conditions* and does not want to suggest changes, submit *Attachment 2* with the application.

If applicant wants to suggest exceptions to *Attachment 2*, submit a redlined version of the *Standard Terms and Conditions* that clearly tracks proposed changes, and a written explanation or rationale for each exception and/or proposed change. An “exception” includes any addition, deletion, qualification, limitation, or other proposed change.

**Upload Attachment 2**

## **5.3. Attachment 3, Proposer's Acceptance of Terms and Conditions**

Applicant must complete and submit [\*Attachment 3, Proposer's Acceptance of Terms and Conditions\*](#), indicating whether they accept, without exceptions, the *Standard Terms and Conditions*, or propose exceptions or changes to the *Standard Terms and Conditions*.

NOTE: An application that takes a material exception (addition, deletion, or other modification) to a Minimum Term will be deemed nonresponsive. The Judicial Council, in its sole discretion, will determine what constitutes a material exception.

**Upload Attachment 3**

## **5.4 Attachment 4, General Certifications Form**

Applicant must complete and submit [\*Attachment 4, General Certifications Form\*](#), to certify that no interest exists that would constitute a conflict of interest under California Public Contract Code sections 10365.5, 10410, or 10411; Government Code sections 1090 et seq. or 87100 et seq.; or rule 10.103 or rule 10.104 of the California Rules of Court, which restricts employees and former employees from contracting with judicial branch entities.

**Upload Attachment 4**

## **5.5 Attachment 5, Darfur Contracting Act Certification**

Applicant must complete and submit [\*Attachment 5, Darfur Contracting Act Certification\*](#), to certify that proposer is not a “scrutinized company,” as defined in Public Contract Code section 10476.

**Upload Attachment 5**

## **5.6 Attachment 6, Payee Data Record Form**

Applicant must complete and submit with proposal [\*Attachment 6, Payee Data Record Form\*](#), or provide a copy of a form previously submitted to the Judicial Council.

**Upload Attachment 6**

## 5.7 Attachment 7, Iran Contracting Act Certification Form

Applicant must complete and submit [Attachment 7, Iran Contracting Act Certification Form](#). Under Public Contract Code section 2204, the form is required for solicitations of goods or services of \$1 million or more.

**Upload Attachment 7**

## 5.8 Attachment 8, Unruh Civil Rights Act and California Fair Employment and Housing Act Certification

Applicant must complete and submit with proposal [Attachment 8, Unruh Civil Rights Act and California Fair Employment and Housing Act Certification](#).

**Upload Attachment 8**

## 5.9 Proof that proposer is in good standing in California

If applicant is a California corporation, limited liability company (LLC), limited partnership (LP), or limited liability partnership (LLP), the applicant must provide proof that they are in good standing in California. If applicant is a foreign corporation, LLC, LP, or LLP and conducts or will conduct (if awarded the contract) intrastate business in California, applicant must provide proof that they are qualified to do business and is in good standing in California. If applicant is a foreign corporation, LLC, LP, or LLP, and does not (and will not if awarded the contract) conduct intrastate business in California, applicant must provide proof that they are in good standing in their home jurisdiction.

**Upload proof of good standing**

## 5.10 Current business licenses, professional certifications, or other credentials

Applicant must provide copies of current business licenses, professional certifications, or other credentials.

**Upload current business licenses, professional certifications, or other credentials**

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# 6. Completed Application Checklist

Check each box to indicate whether the applicant has completed all of the grant application requirements.

- Project Summary completed
- Project Narrative completed
- Budget Proposal(s) uploaded
- Certifications and Attachments uploaded

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## 7. Required Application Submission Approvals

Applications must include the approval of 1) the president of the Board of Directors and the executive director of the lead legal services agency, or other individuals who have been duly authorized by the board to execute contracts on behalf of the agency; 2) the presiding judge or the court executive officer of the court partner; and 3) the executive director(s) of the legal services subcontractor(s), if applicable.

### 7.1 President, Board of Directors, lead legal services agency

First Name

Last Name

I certify that I approve the submission of the application, above, for grant funds for projects under the Sargent Shriver Civil Counsel Act, Fiscal Years 2023-2026.

### 7.2 Executive Director, lead legal services agency

First Name

Last Name

I certify that I approve the submission of the application, above, for grant funds for projects under the Sargent Shriver Civil Counsel Act, Fiscal Years 2023-2026.

### 7.3 Presiding Judge or court executive officer, court partner

First Name

Last Name

I certify that I approve the submission of the application, above, for grant funds for projects under the Sargent Shriver Civil Counsel Act, Fiscal Years 2023-2026.

Will the project utilize legal services subcontractors?

Yes

No

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## 8. Submit Application

Click "Submit Form" below to submit your completed application. Click "Save Draft" to save your incomplete application and finish the submission later.