

Judicial Council of California

Sargent Shriver Civil Counsel Act

Request for Applications to Operate Shriver Projects, Fiscal Years 2026-2029

Responses to Applicant Questions
updated October 28, 2025

Questions listed below were received by staff to the Shriver Civil Counsel Act Implementation Committee at the Applicant Videoconference that was held October 9, 2025, and by email.

Addendum question added after October 21 posting is listed at the end.

In addition to specific answers provided below, applicants may want to read the Sargent Shriver Civil Counsel Act (hereafter referred to as “the Act”). Below are links to the original legislation establishing the Act and subsequent amendments.

- [Assem. Bill 590 \(Feuer\); Stats. 2009, ch. 457;](#)
- [Assembly Bill No. 330, Gabriel. Appointed legal counsel in civil cases;](#)
- [Assembly Bill No. 2193, Gabriel. Civil representation: immigration status;](#) and
- [Government Code, section 68251 and 68651.](#)

No.	Questions	Responses
1	What is the deadline to submit a application?	Proposals/grant applications must be received through the Submit application platform by November 7, 2025 by 2:00 p.m. PT
2	Is there a minimum or maximum amount that can be requested in the proposal?	There is not a minimum or maximum grant amount that can be requested.
3	Please clarify if there is a fixed cap on how much a court could apply for.	There is not a minimum or maximum grant amount that can be requested.
4	Is 1505 hours yearly per attorney a mandatory number or is that negotiable?	The 1505 hours yearly per attorney is a mandatory number and is not negotiable.

	<p>How was 1505 chosen as the number of yearly hours?</p> <p>Is 1505 the same number of yearly hours per staff across all organizations?</p>	<p>The 1505 hours was developed by our accounting folks. It assumes sick, vacation, and holiday time, and 7.5 hours per since that is what many legal aid contracts provide. The agency was using it with other attorney contracts when this system was developed in 2011. The attorney time can include admin (such as training and recording data for the evaluation) as long as it is Shriver related. So, yes, 1505 is the same number of yearly hours per staff across all organizations.</p>
5	<p>Is there a limit to how many applications a court can submit?</p> <p>Would multiple applications from a court that has existing projects impact existing eligibility for funding?</p>	<p>Applications can only be submitted by the Qualified Legal Service Providers (QLSP) as defined by Bus. & Prof. Code § 6213(a) who will serve as the lead legal services agency. There must be a partnership with a California Superior Court and maybe with other QLSP partners with other legal service providers</p> <p>The court can have multiple partnership with other lead service providers (QLSP). The court is not the main applicant.</p>
6	<p>We're seeking clarification on whether Shriver funding may be used to file affirmative lawsuits that are adjacent to or arise out of an active eviction defense case.</p> <p>In our experience, defending the eviction alone doesn't always stop the cycle of unlawful conduct by landlords. Pursuing limited affirmative relief in these situations could help preserve housing stability and reduce repeat filings.</p>	<p>Refer to Gov Code 68651(b)(1): "<i>Programs authorized under this section shall provide representation of counsel for low-income persons...</i>"</p> <p>The Shriver projects are for representation for low-income persons and not for lawsuits.</p>
7	<p>In partnership with our local Superior Court, we operate an Unlawful Detainer Mandatory Settlement Conference (UD MSC) program. Our organization is currently funded for the UD MSC program through a CA State Bar partnership grant for 2026. Are we eligible to apply for additional funding under the Sargent Shriver Civil Counsel Act to expand attorney capacity within the program?</p>	<p>Only QLSPs are eligible applicants for Shriver grants. If you are a QLSP, your agency is eligible to apply.</p>

8	Would a veterans-focused legal aid organization like ours qualify to participate, given that many of our cases fall within the listed categories but also involve federal benefits cases.	A veterans-focused legal aid organization, if it is a QLSP is eligible to participate but must provide services in specific case types under Gov Code Section 68651(b)(1). Case types include housing-related matters, custody matters, domestic violence, guardianship, probate, and elder abuse. It would not include services for example Social Security hearings and such.
9	For applicants from the same county who want to submit parallel applications that support one another, what is the likelihood that the parallel applications will be considered favorably, what should be included as far as referencing the other organization's work, and what other information should we know in bringing parallel applications? Or, is it better to apply separately?	Each applicant needs to determine if they are the lead agency or if they will be a subcontractor. It's possible to be both lead applicants. For example, in a Housing example, one applicant works on tenant case type, and another applicant does landlord case type. If this is the case for a parallel application, it would be good to mention the coordination in the county and with the court. A formal MOU is not required for the application.
10	Do you recommend adding new partners or keeping projects the same?	Decision to add new partners or keep projects the same is up to the project/lead agency and court to determine to make a successful project to provide services.
11	Are there any changes to RFP, program and application from previous years?	RFA questions have not changed from previous years. The platform to submit application information has changed but the questions and what is being asked in the application are the same from previous years. The budget information requested remains the same, but the budget form has been slightly modified to make it easier for applicants who have multiple legal services partners.
12	So for the eligibility requirements, when it says "QLSP partner with other service providers," does that mean we are required to have formal partnerships/MOUs with other legal providers?	No formal MOU is required.
13	Can we partner with more than one court to provide services in more than one county?	QLSP agencies can partner with more than one county. Submitted additional application to partner with another court partner is acceptable. Please contact us if this is your situation.

14	<p>Is there a recommended budget request relative to program size?</p> <p>Are grants approved all or nothing, or could only some programs/activities be funded? Relative to QLSP size?</p>	<p>No.</p> <p>This is competitive and not based on pre-set formula. The committee will review the activities the applicant will propose to do and the budget to determine if what is proposed is reasonable to carry out the activities for the amount that is proposed.</p>
15	<p>Is there a guide anywhere as to how the proposals are graded for approval? Besides the requirement for a court partnership & the types of legal cases and if other variables that are prioritized might lend to a proposal getting funded?</p>	<p>Refer to Gov Code Section 68651(b)(5) to (7) for information considerations by committee to assess the application.</p>
16	<p>Should the lead person applicant create the account on Submit.com and then they approve others that need to work on the grant such as a finance person to join? Someone said the budget will be uploaded.</p> <p>Will the template be on Submit.com to download?</p>	<p>Yes, the lead person applicant should create the account. I</p>
17	<p>Is there scoring rubric? Will current pilot programs receive any priority in funding determinations?</p>	<p>There is scoring rubric. Refer to Gov Code Section 68651(b)(5) to (7) for information considerations by committee to assess the application.</p>
18	<p>Have the State or federal budget issues affected the pool of funding available overall to Shriver Projects?</p>	<p>No.</p>
19	<p>More detail on what kind of Partnership work is required exactly for this grant?</p> <p>Do you have to engage with all the legal services options or is it ok to just do some?</p>	<p>Refer to Gov Code Section 68651(b)(4) which states, “<i>Each program shall be a partnership between the court, a qualified legal services project. . .</i>”</p> <p>Projects can provide varying degrees of legal services, which can include anything from limited to full scope representation, to unbundled legal services like advice and counsel or brief services, such as reviewing notices, preparing court forms, drafting letters, providing legal advice, responding to demands, providing settlement options.</p>

20	<p>For the required application submission approvals, I only see checkmarks. Will these require an online signature? E.g., for the Presiding judge/court executive officer, court partner, do we just check the box on their behalf?</p>	<p>Co-signatures are required.</p> <p>Once the application is submitted, then an email is sent to the co-signatory where they can review what has been submitted and then sign off on the application on their end.</p> <p>Recommend an email be sent to all parties who need to sign-off on the applications</p> <p>Delegation letter option: If the co-signer is out of the office or on vacation, a delegation letter with their signature is permissible. A form will be provided.</p>
21	<p>Signatures for Question #85, 87, 89, and 91</p> <p>It appears that the application requires signatures for four legal services subcontractors - #85, 87, 89, and 91 are required fields. Will that be changed, or should we enter "N/A" or something else in those fields?</p>	<p>If the lead agency will not have Legal Service Subcontractors, "N/A" can be entered in the field.</p> <p>If there are legal service subcontractors: Signatures ARE REQUIRED if there are Legal Service Subcontractors. Depending on the number of Legal Service Subcontractors, use Questions #85, 87, 89, 91, to request their signatures.</p> <p>For example, if you only have two legal services subcontractors, only use questions #85 and \$87 and put "N/A" for others.</p>
22	<p>Notification of Signature.</p> <p>Will the person who submitted the application get a notification when the person signed?</p>	<p>Once the application is submitted, an email is sent to the co-signatory where they can review what has been submitted and then sign off on the application on their end.</p> <p>Our suggestion is to contact all co-signatures to let them know when the application will be submitted so they can be ready for their co-signatures.</p> <p>More information of the co-signatory function:</p>

		<ul style="list-style-type: none"> • Submission and Notification: Upon submission of the application, a notification email is sent to each unique Co-Signatory associated with the application. The email subject will be "Co-Signature Request: [Name of Applicant]". This email outlines the number of signatures required and provides a link for the Co-Signatory to request access to the application. • Accessing the Application: When a Co-Signatory clicks the access link, the app generates a unique code valid for 5 minutes. This code is used to send a magic login link via email to the Co-Signatory. The subject of this email will be "Co-Signature Access Link". • Magic Login Link: This one-time-use link allows the Co-Signatory to securely access the application. They can view all responses and add their signature to any questions where they were listed as a Co-Signatory.
23	Attachment 2&4, gave me an error (404-not-found) when trying to use the link from submit.com	If you are unable to download the attachments from the Submit platform, you can also download from the Shriver Committee website in the Updates and Resources Tab: https://courts.ca.gov/advisory-body/shriver-civil-counsel-act-implementation-committee
Addendum Question Added After October 21, 2025 Posting		
24	Our agency is trying to understand the permissible project activities—particularly the methods of service delivery outlined in the RFP. Can case service (triage) screening and direct intake for cases meeting Shriver criteria for attorney representation? What are the criteria for attorney representation?	<p>Triage or intake does not count as attorney representation. Attorney representation is full representation, limited scope representation, and unbundled services. Self-help, education, intake, and triage are not representation activities (an attorney doesn't need to do anything, and they are not the attorney of record at an intake, so it cannot be under attorney representation).</p> <p>The broad methods of service delivery include:</p> <ul style="list-style-type: none"> • Limited scope representation

- Full scope representation
- Unbundled legal services
- Housing inspectors

Projects can provide varying degrees of legal services, which can include limited to full scope representation, to unbundled legal services like advice and counsel or brief services, such as reviewing notices, preparing court forms, drafting letters, providing legal advice, responding to demands, providing settlement options.