



Judicial Council of California
Center for Families, Children & the Courts

ACCESS TO VISITATION GRANT PROGRAM

**GRANT APPLICATION WEBINAR SESSIONS FOR FISCAL
YEARS 2024–25 THROUGH 2026–27**

APPLICANT QUESTIONS (September 21 and October 5, 2023)

Question 1: It looks like you have to register once I click on it, and I was wondering if I can register to look at the information even if I am not going to submit anything?

Response 1: The superior court will have to register in Submittable and then invite the subcontractor or county collaborator through using the “Manage collaborators” button. The applicant court is responsible for submission of the final grant application through Submittable.

Question 2: Can I register on Submittable to see the questions even if the final submission will be by the Court?

Response 2: Yes. Under the link, “Manage collaborators” the superior court may invite county collaborating partners and/or subcontractor to access the Grant Application through Submittable. The collaborating county and/or subcontractor will receive a link from the appropriate superior court inviting them to join. The court/subcontractor will be able to review the questions prior to the final submission so long as the lead applicant court does not hit the Apply button.

Question 3: What if we make a mistake in accidentality submitting the application, can we withdrawal the application and resubmit it if the deadline date has not expired? What happens after the deadline date and the incorrect version was submitted?

Response 3: Yes, the lead applicant court can withdraw the Grant Application submission, **prior to the deadline due date** and time if the superior court accidentally hit the Apply button. The superior court will need to contact Shelly La Botte at shelly.labotte@jud.ca.gov; or Greg Tanaka at gregory.tanaka@jud.ca.gov; to allow us to unlock the application and permit resubmission of the grant application in Submittable.

Question 4: I have a clarification question on the 20% match?

Response 4: We are unable to respond to the question because there is / was no specific question posed regarding the 20% match. Please see the Grant Application Instructions and Attachment B1—Court/Subcontractor Budget Form for guidance regarding match requirements.

Question 5: Does the JCC use an automated data collection system to collect visitation information? If so, is there a template we can use/see to ensure we capture all information without discrepancy?

Response 5: Yes, the Access to Visitation Grant Program has developed its own database system using MS Access for collection of the required data elements under the program. The database contains the forms to be used by grant recipients and sets forth required data elements. The current data collection forms are available on the AV website page—click on Contracts—Exhibit E Attachments.

Question 6: Is there a requirement by the courts to facilitate virtual visits or does that fall onto the provider?

Response 6: No, there is no requirement currently under the Access to Visitation Grant Program regarding virtual visitation. Virtual visitation services are a type / provision of supervised visitation service. The professional provider determines what provisions of services they offer including case acceptance and/or denial. Virtual visitation services must comply with requirements under Standard 5.20 and Family Code section 3200.5. Additionally, the goal of the AV Grant Program is to provide as much in-person direct services to clients (noncustodial parents) as appropriate or otherwise ordered by the court. Virtual supervised visitation is not a replacement or substitute for in-person visitation.

Question 7: If by April 1st, we cannot enter into an agreement with a sufficient number of service providers to service all areas, can we still apply with plans to ensure sufficient coverage post award? That way we would have funds to fund the contract.

Response 7: Please review the Grant Application Instructions and narrative questions for guidance. Note: Attendees that participated in the Grant Application Webinar were sent a copy of the Attachment—Work to be Performed for grant recipients—to better understand grant reporting requirements, terms and conditions, and contract deliverables (*see Certification by the Court of an Existing Subcontractor, post the grant award*).

Question 8: Is the award amount of \$100,000 for XXX County, allocated over 3 years?

Response 8: No. Subject to the availability of federal funds, the lead applicant court would receive, for example \$100,000, each fiscal year period. Over the three-year period the court

would have received a total of \$300,000—this assumes the full grant award allocation of \$100,000 was awarded.

Question 9: We are intending to apply for the grant however, we are not sure if this grant is only open to nonprofit organizations? We are a for profit organization that has provided contracted services for multiple government organizations so we are an organization would like to understand what course of action to apply for this grant opportunity would be beneficial. Please advise.

Response 9: Yes, the subcontractor must be a local public agency or nonprofit entity. Family Code section 3202 requires the following:

3202.

- (a) All supervised visitation and exchange programs funded pursuant to this chapter shall comply with all requirements of the Uniform Standards of Practice for Providers of Supervised Visitation set forth in Standard 5.20 of the Standards of Judicial Administration as amended. The family law division of the superior court may contract with eligible providers of supervised visitation and exchange services, education, and group counseling to provide services under this chapter.
- (b) As used in this section, “eligible provider” means:

- (1) For providers of supervised visitation and exchange services, **a local public agency or nonprofit entity** that satisfies the Uniform Standards of Practice for Providers of Supervised Visitation.

Also, to clarify, the superior court in the county would be the applicant and the nonprofit provider of supervised visitation services would be a subcontractor should the court be awarded a grant.

Question 10: Quick question – does 300 words count mean 300, or can it increase by a few? If there are a few extra, will the Submittable throw an error? I am trying to be careful as it is hard to edit when I am ready to copy and paste.

Response 10: Yes, 300-word limitation means 300-word maximum limitation and nothing more.

Question 11: Is the California's Access to Visitation Grant Program open to private agencies?

Response 11: The Superior Court of XXX County is eligible to apply for the Access to Visitation Grant Program funds and would be an applicant consistent with CA Family Code section 3202. **See Question and Response number 9 above.**

Question 12: Did the Submittable link for the Access to Visitation application change? I was able to start and print out a PDF of the application on Submittable last week, but today, I got this screen shot?

Response 12: We will review the website and make the/ any corrections. Please check the website again and let us know whether it is still working or not. ***Issue was resolved, and applications are now accessible again.**

Question 13: For Q8, it reads: “For each AV service area for which you are requesting funding in this grant application, provide the following information for the first contract year (e.g., April 1, 2024–March 31, 2025).” There is nothing for “following information”. This information is followed by Q9 and Q10. Are we missing something?

Response 13: Under the sections Q8 through Q10, you would be completing the narrative for the services you are requesting funding for regarding supervised visitation and exchange and parent education and/or group counseling services. These questions contain additional fields –or subparts to the questions. **Regarding Q9 and Q10:** No, there is nothing missing under Questions 9 and 10. Question 9 is regarding parent education services and Question 10 is information relating to group counseling services.

Question 14: Does the following forms need to be attached to the Grant Application: ATTACHMENT B1 BUDGET FORM, B2: SUMMARY OF CLIENT SERVICES, and B3: SUMMARY OF COURT AND SUBCONTRACTOR PROGRAM BUDGET. Where can we find them, B2 and B3?

Response 14: Yes. Attachment B1 is the court/subcontractor budget form. This is available on the AV website as an excel document for applicants to download and complete.

Regarding Attachments B1, B2 and B3: The applicant can download the form from the Grant Application Instructions. You may save and print the page and complete as any type that will be acceptable in Submittable for example, as excel, word, or pdf file. You would then upload the three attachments according to the instructions in the Grant Application. Please do not upload the Grant Application Instructions only the required attachments.

Question 15: Have there been any material changes to the grant program requirements in the last five years?

Response 15: Yes, there has been changes to the grant requirements in the last five years. Please review the Grant Application Instructions and the Work to be Performed if selected as a grant recipient.

Question 16: We noted that there are a Standard 5.20 Family Code Section 3200.5 in-person trainings will be held in Winter; however, registration of Southern CA providers is closed. Will other trainings be held in 2024? Is this a requirement for all providers?

Response 16: Yes, the Winter Standard 5.20 Training for Southern CA was recently cancelled. The next Standard 5.20 training is scheduled on December 4-6, 2023, in Sacramento.

Yes, other training events will be held in 2024. The Standard 5.20 training is a three-day, in-person training. Yes, all grantees must complete the Standard 5.20 training through the AV grant program.

Question 17: Are there other required training for the Court/Providers aside from those outlined in Family Code Section 3200.5 and Standard 5.20 Of The California Standards of Judicial Administration? If so, how many trainings are required and are they all offered by the JCC? There is not an exact number. If trainings are offered by the JCC, how frequent are they?

Response 17: Yes, there may be other required trainings for grant recipients awarded funding. For example, grantee orientation and grantee meeting (via Zoom), and others based on an as needed basis. Yes, other trainings will be offered by the JC/CFCC/AV grant program for grant recipients. Grant recipients are sometimes required to attend (mandatory vs optional attendance); while other events are strongly encouraged to attend (e.g., being offered for professional development and continuing education purposes). Currently, there is no exact number of planned trainings for 2024 yet.

Question 18: Is there an established rate or maximum fee that can be charged to the Court by the providers?

Response 18: There is no set rate. Consistent with the goal of the grant, grant recipients should provide as much direct services (vs. administrative overhead) to clients as possible. See the Grant Application Instructions. Additionally, rates should be within the standard industry rate for the grant-related program services—and this may vary. The court/subcontractor budget and costs must be reasonable to the proposed program service delivery design in providing the grant related services, number of clients to be served, and hours of service for clients to be served.

Question 19: Can providers charge participants an additional fee?

Response 19: I am sorry, but we don't understand the question regarding what this means via an additional fee? Grant recipients are prohibited from making any profit off of the grant—all fees collected must revert back into the AV Grant Program, each fiscal year period. In addition, there should be no double dipping and/or supplantation.

Question 20: Aside from recipient requirements (e.g., low-income), does the Court have the ability to further decide which population to work with (e.g., domestic violence, customers with fee waivers on file)?

Response 20: The intent, purpose, and goal of the AV Grant Program is to serve low-income noncustodial parents with family law cases. Fee waivers by the court may be an eligibility criterion for the court/subcontractor for purpose of referrals to the AV related program services.

Under the grant program, referrals to supervised visitation and exchange services must be on the FL-341(A) or DV-140 form.

Question 21: Is there a requirement for the Court to inspect the facilities of the providers?

Response 21: This is not a specific requirement under the grant. However; there is a grant requirement that the lead applicant court must oversee and monitor the AV Grant Program which includes the courts subcontractor program. The lead applicant is responsible for ensuring compliance with the grant program –this includes compliance by the subcontractor agency. Understanding how the court/subcontractor program services are being delivered helps to assure compliance with grant requirements, terms and conditions, and program operations and administration. This is strongly encouraged.

Question 22: If we work with a provider that offers on-site services as required as well as virtual services, would grant funding exclude virtual visitations?

Response 22: No. The AV Grant Program should provide as much direct services (e.g., in-person services) for clients to be served under the grant. Virtual visitation is a type of supervised visitation and may be an option under certain circumstances. Virtual supervised visitation is not a replacement or substitute for in-person visitation.

Question 23: When are grant awards announced for acceptance/denial? Could the court apply while noting that we are running a solicitation to see if providers are available or does the application require that the court already has a provider identified?

Response 23: Under Family Code section 3204(b)(2), the Judicial Council makes the determination regarding the final number and amounts of funding. Judicial Council program staff anticipates presenting the proposed recommendations to the Judicial Council at their meeting scheduled on March 13-14, 2024. Grant award letters and denial letters will be sent to the lead applicant courts post the Judicial Council meeting and approvals.

Additionally, the superior court may run their separate solicitation process while applying for grant funding. Please review the Grant Application Instructions for additional guidance including the court's requirement to have an existing contractor, post the grant award. See the copy of the Attachment—Work to be Performed for grant recipients to better understand grant reporting requirements, terms and conditions, and contract deliverables (*see Certification by the Court of an Existing Subcontractor, post the grant award*).

Question 24: Is the grant application cycle opened on a three-year basis, or sooner?

Response 24: Yes, currently, the AV Grant Application process is every three years.

Question 25: One of our potential contractors has a religious affiliation, would we even be allowed to use them under grant requirements?

Response 25: We are not sure of the question here. If the question is whether you can have a subcontractor that is a faith-based organization, then in the past, we have funded two subcontractor agencies that were a nonprofit faith-based organization. Family Code section 3202 states that the subcontractor must be a local public agency or nonprofit entity. **See the Question and Response under number 9 above.**

Question 26: In my notes from the first webinar, I noted that the subcontracted agency(ies) must have a non-profit status and that visitation must be conducted in an onsite facility, center based; virtual/remote supervision from the facility is acceptable. However, in reviewing the material I printed, I can't locate where it says the subcontractors must be non-profit, so I just want to make sure I did not write that part down in error.

Response 26: Under Family Code section 3202, the subcontractor must be a local public agency or nonprofit entity—**see the Question and Response under number 9 above.** In addition, virtual visitation is a type / provision of supervised visitation service and is not intended to replace or be a substitute for in-person visitation.

Question 27: If we do not apply this year or are not awarded the grant, can we apply next year or do we have to wait until fall 2027 (assuming this grant is offered again)?

Response 27: Yes, subject to the availability of federal funding , we would not release another AV Grant Application until fiscal year 2026; and the grant funding period begins on April 1, 2027.