Judicial Council of California
ADMINISTRATIVE OFFICE OF THE COURTS

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MEMORANDUM

Date
February 10, 2006

To
Presiding Judges of the Superior Courts
Executive Officers of the Superior Courts

From
Diane Nunn, Division Director
Bonnie Hough, Supervising Attorney
Center for Families, Children & the Courts

Subject
Funding to Plan, Implement, and Improve Self-Help Assistance

Action Requested
Apply for Funding

Deadline
February 28, 2006

Contact
Bonnie Hough
415-865-7668 phone
415-865-7217 fax
bonnie.hough@jud.ca.gov

We are pleased to announce that fiscal year 2005–2006 Trial Court Improvement Funds have been made available to help superior courts plan, implement, and improve self-help assistance.

Courts are strongly encouraged to apply for funds to

(A) Implement or expand an existing program ($1,250,000 through September 30, 2006. We anticipate continued and increased funding in subsequent years);
(B) Plan and develop partnerships to determine the most effective way to develop or expand programs ($300,000); and
(C) Provide for one-time costs in implementing or expanding an existing program ($250,000).

Please respond by February 28, 2006, to indicate whether your court is interested in these funds.

The first two grants are noncompetitive and will be disbursed according to a formula based on the number of courts applying for the grants.

(A) Grants to Start and Sustain Ongoing Self-Help Services

These grants will be available to implement a new program or to expand an existing one. These grants will be noncompetitive and disbursed according to a formula that consists of a mean of the family law facilitator and population figures from each county. $1,250,000 is available for 2005–2006. Grants will run from March 1 to September 30, 2006. It is anticipated that increased and continued funding will be available in subsequent years.

Courts must indicate their interest in receiving these funds by February 28, 2006. Final figures will be provided to the court for budgeting purposes by March 10, 2006, and a budget with basic proposal for implementation must be submitted by March 29, 2006.

These funds may not be used to supplant existing services. They may be used only to expand existing services or start new ones.

At least 75 percent of the funds need to be disbursed for the costs of an attorney. Courts will be asked to match a 10 percent of the grant with existing resources. This can include allocating an existing court clerk to assist the attorney.

It is recommended that these funds be designated to supplement either the family law facilitator or another existing court-based self-help program. The family law facilitator can offer assistance with other topics, as long as funding is provided that pays for that time in areas other than child support.

(B) Planning Grants

1. Basic Grants

These grants will allow courts to assess the current state of services for self-represented litigants, set a baseline for reporting, and develop a plan of action. These grants will be noncompetitive and based on the number of courts requesting funding. Grants will be approximately $5,000 per applying court. Funds may be used to supplement the number of attendees for the March 14 – 17 Statewide Conference on Self-Represented Litigants. Courts will be provided with a template of questions to answer, to help them

1. Identify the most effective ways to use additional funds;
2. Establish a baseline for reporting;
3. Provide information to the Administrative Office of the Courts on additional resource needs
4. Evaluate the effectiveness of existing programs and identify areas for improvement or expansion.

Courts that apply for implementation funding are strongly encouraged to request planning grant funds to assist them in developing or expanding their programs and in meeting reporting requirements.

2. Regional Efforts
Courts that wish to collaborate with other counties on services for self-represented resources may request up to $10,000 per court for planning and implementation of these regional programs. Smaller courts may find that they will be able to provide enhanced services by collaborating with other courts in their region. These supplemental funds may be used to allow expansion of services between collaborating courts beyond the formula-based funding provided for the expanded self-help assistance described in section (A) above.

Courts must indicate their interest in receiving these funds by February 28, 2006. Final figures will be provided to the court for budgeting purposes by March 10, 2006, and a budget with basic proposal for implementation must be submitted by March 29, 2006.

(C) One-Time Costs to Start a New Self-Help Program or Enhance an Existing Self-Help Program

These funds may be used for:

- Costs of setting up self-help centers
- Videoconferencing equipment for services between self-help centers
- Costs of publications, videos, and computer programs
- Equipment, furniture, and furnishings for the self-help center
- Signage
- Duplication expenses for materials

These one-time grants will be competitive. Applications will not be due until April 7, 2006, after courts have had the opportunity to participate in the Statewide Conference on Self-Represented Litigants on March 14–17. Information on the conference is attached.

Courts are encouraged to apply for all three types of grants. The form for indicating your interest in these funds is attached. Information is also available on the Serranus Web site at *http://serranus.courtinfo.ca.gov/programs/grants/current.htm*.

If you have questions, please contact Bonnie Hough at 415-865-7668 or bonnie.hough@jud.ca.gov.

DN/BH/kc
Enclosures
cc: William C. Vickrey, Administrative Director of the Courts
Ronald G. Overholt, Chief Deputy Director
Sheila Calabro, Regional Administrative Director, Southern Regional Office
Christine Patton, Regional Administrative Director, Bay Area/Northern Coastal Regional Office

APPLICATION FOR SELF-HELP FUNDS

Please reply by February 28, 2006.

Name of court: _____

Name of judge or staff contact: _____

Street Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: (_____) _____ **Fax:** (_____) _____ **Email:** _____

A. Grants to Start and Sustain Ongoing Self-Help Services (noncompetitive)

☐ We want to receive funds to implement or expand an existing self-help program. (Final budget figures will be provided by March 10, 2005—budgets will be due from the courts on March 2, 2006.)

B. Planning Grants (noncompetitive)

☐ We want to receive funds to assist in planning for the effective use of those funds and to expand our services for self-represented litigants.

☐ We want to collaborate with the following courts to provide regional self-help services:

_____

We will be requesting: $ _____ (up to $10,000 per court) for planning and implementation of these regional programs.

(Final budget figures will be provided by March 10, 2005—budgets will be due from the courts on March 29, 2006.)

C. One-Time Costs to Implement a New Program or Enhance an Existing Self-Help Program (competitive)

☐ We would like to receive an application for funding for one-time costs. We understand that this application will be due on April 7, 2006.

This form must be completed and submitted to the Administrative Office of the Courts by 5 p.m. on February 28, 2005.

Please send to Bonnie Hough: bonnie.hough@jud.ca.gov

If sent by fax, please send to 415-865-7217 and also call Bonnie Hough at 415-865-7668 to verify receipt of fax.

FLF Population
1.25M

	COUNTY	% Pop	FLF %	Average %		$ 1,250,000
1	Alameda	4.26%	3.7%	3.98%		$ 49,724
2	Alpine	0.00%	0.3%	0.15%		$ 1,897
3	Amador	0.10%	0.3%	0.20%		$ 2,523
4	Butte	0.60%	1.0%	0.82%		$ 10,232
5	Calaveras	0.12%	0.9%	0.51%		$ 6,373
6	Colusa	0.06%	0.5%	0.29%		$ 3,620
7	Contra Costa	2.80%	3.0%	2.90%		$ 36,191
8	Del Norte	0.08%	0.5%	0.29%		$ 3,618
9	El Dorado	0.46%	0.8%	0.63%		$ 7,884
10	Fresno	2.36%	3.7%	3.04%		$ 38,033
11	Glenn	0.08%	0.7%	0.39%		$ 4,822
12	Humboldt	0.37%	0.8%	0.58%		$ 7,261
13	Imperial	0.42%	0.4%	0.43%		$ 5,401
14	Inyo	0.05%	0.6%	0.32%		$ 4,038
15	Kern	1.95%	3.5%	2.74%		$ 34,198
16	Kings	0.38%	0.5%	0.46%		$ 5,717
17	Lake	0.17%	0.6%	0.37%		$ 4,633
18	Lassen	0.10%	0.6%	0.35%		$ 4,399
19	Los Angeles	28.10%	18.4%	23.24%		$ 290,549
20	Madera	0.36%	0.7%	0.53%		$ 6,684
21	Marin	0.73%	1.0%	0.88%		$ 11,047
22	Mariposa	0.05%	0.5%	0.26%		$ 3,208
23	Mendocino	0.25%	0.6%	0.43%		$ 5,426
24	Merced	0.62%	0.9%	0.78%		$ 9,710
25	Modoc	0.03%	0.5%	0.25%		$ 3,066
26	Mono	0.04%	0.5%	0.26%		$ 3,233
27	Monterey	1.19%	1.1%	1.13%		$ 14,174
28	Napa	0.37%	0.6%	0.49%		$ 6,128
29	Nevada	0.27%	0.9%	0.59%		$ 7,323
30	Orange	8.40%	5.3%	6.87%		$ 85,937
31	Placer	0.73%	0.9%	0.81%		$ 10,186
32	Plumas	0.06%	0.6%	0.32%		$ 3,941
33	Riverside	4.56%	5.9%	5.24%		$ 65,556
34	Sacramento	3.61%	2.8%	3.19%		$ 39,863
35	San Benito	0.16%	0.6%	0.39%		$ 4,817
36	San Bernardino	5.05%	3.3%	4.19%		$ 52,386
37	San Diego	8.31%	4.3%	6.30%		$ 78,694
38	San Francisco	2.29%	2.1%	2.20%		$ 27,487
39	San Joaquin	1.66%	2.0%	1.82%		$ 22,689

FLF Population
1.25M

	COUNTY	% Pop	FLF %	Average %		$ 1,250,000
40	San Luis Obispo	0.73%	0.6%	0.68%		$ 8,546
41	San Mateo	2.09%	1.2%	1.63%		$ 20,434
42	Santa Barbara	1.18%	1.6%	1.41%		$ 17,589
43	Santa Clara	4.97%	4.3%	4.65%		$ 58,168
44	Santa Cruz	0.75%	0.7%	0.71%		$ 8,828
45	Shasta	0.48%	1.3%	0.89%		$ 11,137
46	Sierra	0.01%	0.3%	0.16%		$ 1,941
47	Siskiyou	0.13%	0.8%	0.44%		$ 5,560
48	Solano	1.16%	1.3%	1.24%		$ 15,504
49	Sonoma	1.35%	1.4%	1.36%		$ 17,040
50	Stanislaus	1.32%	2.2%	1.78%		$ 22,206
51	Sutter	0.23%	0.6%	0.42%		$ 5,291
52	Tehama	0.17%	0.2%	0.21%		$ 2,595
53	Trinity	0.04%	0.3%	0.17%		$ 2,115
54	Tulare	1.09%	2.7%	1.89%		$ 23,576
55	Tuolumne	0.16%	0.6%	0.37%		$ 4,563
56	Ventura	2.22%	2.5%	2.37%		$ 29,590
57	Yolo	0.50%	0.8%	0.63%		$ 7,855
58	Yuba	0.18%	0.7%	0.42%		$ 5,189
	TOTALS	100%	100%	100%		$ 1,250,000