



JUDICIAL COUNCIL OF CALIFORNIA

CALIFORNIA'S ACCESS TO VISITATION GRANT PROGRAM FOR ENHANCING RESPONSIBILITY AND OPPORTUNITY FOR NONRESIDENTIAL PARENTS

REQUEST FOR PROPOSALS (RFP) and GRANT APPLICATION

Release Date: July 29, 2020

Letters of Intent: Due by 5:00 p.m., on September 1, 2020

Grant Application Deadline: Must be received by 5:00 p.m., on September 29, 2020

RFP Grant Applicant Webinars: August 13 and August 26, 2020

Register for the RFP Grant Applicant's Webinar Sessions [here](#)

**The RFP grant application and all forms are available [here](#)
(click on RFP Information section)**

RFP CFCC—Fiscal Years 2021–2022 through 2023–2024

REQUESTS-FOR-PROPOSALS AND GRANT APPLICATION

Judicial Council of California, Center for Families, Children & the Courts, Access to Visitation Grant Program, invites superior courts to respond to the Requests-for-Proposals (RFP) and Grant Application for funding for fiscal years 2021–2022 through 2023–2024 to enable noncustodial parents and their children to participate in supervised visitation and exchange services, education, and group counseling programs. This RFP provides detailed information necessary to prepare and respond to the grant application proposal for Access to Visitation Grant funding. The terms and conditions and grant reporting requirements can be found on the Access to Visitation [website](#).

Program Description

The Grants for States for Child Access and Visitation, under the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996¹ enable states to establish programs that support and facilitate noncustodial parents' visitation with and access to their children. The Judicial Council is required to annually apply for the federal Child Access and Visitation Grant Program funds and to award this funding to the superior courts throughout California. The Access to Visitation Grant Program seeks to ensure accessible and available services statewide for low-income families with children whose custody and visitation issues are now or have been before the family courts.

Amount of Funds Available

Subject to the availability of federal funding, the amount of grant funds to be awarded to courts statewide is approximately \$755,000 to \$770,000 each year. Grant recipients will be required to provide a 20 percent (non-federal) match.

Grant Application Eligibility

Superior courts throughout California are eligible to apply for and receive the Access to Visitation Grant funds, which are 100 percent federal funds. The family law divisions of the superior courts are required to administer the programs. The applicant court acts as the designated lead agency for the grant and is responsible for the administration and coordination of the project, serving as the primary liaison with Judicial Council program staff for the Access to Visitation Grant Program. Any other nonprofit agencies desiring to participate must do so as part of the court's Access to Visitation Grant application. To determine a court's grant funding amount eligibility, please see Attachment D.

RFP Submission Deadline: Proposals must be received by email by Tuesday, September 29, 2020, 5:00 p.m.

Contact Information: For questions regarding this RFP grant application, please contact Shelly La Botte, Access to Visitation Grant Program Coordinator at 916-643-7065, or email to shelly.labotte@jud.ca.gov.

¹ (Pub. L. 104–193 (Aug. 22, 1996) 110 Stat. 2258)

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1.0 INTRODUCTION

1.1 Federal Child Access and Visitation Grant Program

On August 22, 1996, the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996 (Pub. L. 104–193 (Aug. 22, 1996) 110 Stat. 2258) was signed into law. Since 1997, Congress has authorized \$10 million in block grants, called Grants to States for Child Access and Visitation, as part of PRWORA to enable states to establish programs that support and facilitate noncustodial parents' visitation with and access to their children. The Judicial Council is required to annually apply to the U.S. Department of Health and Human Services, Administration of Children and Families, Office of Child Support Enforcement², under section 669B of PRWORA, for federal Child Access and Visitation Grant Program funds³ and to award this funding to the superior courts throughout California.

The federal Child Access and Visitation Grant Program is a formula grant. Funding allocations to the states are based on the number of single-parent households. The grant funder requires each state to provide a 10 percent match in order to be eligible for federal grant funds. The California Access to Visitation Grant Program requires an additional 10 percent match for a total of 20 percent (nonfederal) match under the grant program. The additional 10 percent match by either the court and/or its subcontractor aims to assist with program sustainability planning.

California's Access to Visitation Grant Program. Under state funding, California Access to Visitation Grants for family court cases are awarded to the superior courts through a competitive request-for-proposals (RFP) grant application process. Applicants are strongly encouraged to involve multiple courts and/or multiple agencies in their proposed programs with one court designated as the lead or administering applicant court. While superior courts may contract with local community-based justice partners (i.e., subcontractor agencies) to provide the direct services on behalf of the court, Judicial Council contract agreements are made only with the designated superior court. Grant recipient courts are required to enter into a contract agreement or Memorandum of Understanding with their designated local subcontractor(s).

Each court that partners with the applicant court is a separate individual stand-alone court-based program under the umbrella of the designated lead applicant court. The partnering courts are responsible for the operation and administration of their own local Access to Visitation Grant Program. The applicant court acts as the designated lead administering court and is responsible for the administration and coordination of the project and works as the primary liaison with Judicial Council program staff. The court subcontracts with a local community agency to provide the service in partnership with the court.

1.2 Federal and State Program Goals

The congressional goal of the Child Access and Visitation Grant Program is to “*remove barriers and increase opportunities for biological parents who are not living in the same household as their children*”

² Fam. Code, § 3204(a).

³ Fam. Code, § 3204(a).

to become more involved in their children’s lives.”⁴ Under the federal statute, Child Access and Visitation Grant funds may be used to support and facilitate noncustodial parents’ access to and visitation with their children by means of activities including mediation (both voluntary and mandatory), counseling, education, development of parenting plans, visitation enforcement (including monitoring, supervision and neutral drop-off and pick-up), and development of guidelines for alternative custody arrangements.⁵

The use of the funds in California, however, is limited by state statute to three types of programs:⁶

- Supervised visitation and exchange services;
- Education about protecting children during family disruption; and
- Group counseling services for parents and children.

The state goals for California’s Access to Visitation Grant Program are to enable parents and children to participate in supervised visitation, education, and group counseling programs—irrespective of the parents’ marital status and whether the parties are currently living separately—and to promote and encourage healthy relationships between noncustodial parents and their children while ensuring the children’s health, safety, and welfare.⁷

The grant program seeks to ensure accessible and available services statewide for low-income families with children whose custody and visitation issues are now or have been before the family courts. The federal Child Access and Visitation Grant Program is a grant for direct services. Grant-related services must be designed to increase and support noncustodial parents’ access to and visitation with their children. Funding provides access to noncustodial parents that do not have access to their child, and thus, all other goals are subordinate or secondary benefits resulting from the program.

1.3 Grant Applicant Eligibility

Superior courts throughout California are eligible to apply for and receive the Access to Visitation Grant funds, which are 100 percent federal funds. The family law divisions of the superior courts are required to administer the programs. Program administrators should collaborate with other courts and agencies in other jurisdictions, with one court acting as a lead agency or an administering court. Any other agencies desiring to participate must do so as part of the courts Access to Visitation Grant application.

1.4 Grant Award Period

Subject to the availability of federal funding, the superior courts selected by the Judicial Council for grant funding will receive funding for three years commencing April 1, 2021 through March 31, 2024. The contract agreements between the Judicial Council and the superior courts will be written as single year contract agreements renewable subject to available funds.

⁴ 42 U.S.C. § 669b.

⁵ *Ibid.*

⁶ Fam. Code, § 3204(b)(1).

⁷ *Ibid.*

1.5 Grant Funding Amounts

The funding amounts are based on an allocation method adopted by the Judicial Council. Grant funding amounts are divided into three categories: a maximum of \$45,000, a maximum \$60,000, and a maximum of \$100,000. Two demographic factors are used to determine which of the three funding categories would apply to a given court: (1) the number of single-parent households in the county, from the U.S. Census data; and (2) the number of individuals with income below the poverty level in the county, per U.S. Census data⁸. To determine a court's grant funding amount eligibility, please see Attachment D.

1.6 Eligible Grant Recipient of Services (Target Population)

The recipients of the proposed services should be low-income, separated, separating, divorced, or unmarried parents and their children who are involved in custody and visitation proceedings under the Family Code. Grant funds can only be used to serve noncustodial parents.⁹ Funds for this grant may not be used to provide services in dependency cases or as part of any dependency proceedings, or for Tribes or Tribal Courts, or to provide off-site or in-home supervised visitation services.

1.7 Midyear Reallocation

Under the Child Access and Visitation Grant Program, the federal Office of Child Support Enforcement is required to monitor and track whether states have spent their full grant award allocations. Under federal guidelines, unused funds do not roll over to the next fiscal year but revert back to the federal government. To ensure that all state grant funds will be spent, Judicial Council staff will conduct a midyear reallocation process during the fiscal year and may redistribute funds among other grantees to ensure that all available funds are used.

Each applicant court will receive a midyear reallocation questionnaire to help Judicial Council program staff evaluate (using established criteria) the court/subcontractor funding needs and to determine whether courts will use their full grant award allocation. The ability of the Judicial Council to redistribute additional funds depends on the return of funds by courts that do not anticipate spending, courts that withdraw from the program, and courts that will not spend their full grant award allocation. Reallocation of grant funds is subject to the approval of the Judicial Council.

⁸ The U.S. Census data of 2010 is used for determining a court's grant funding category .

⁹ Supervised visitation and exchange services are intended to serve the needs of the noncustodial parent and not the child, custodial parents, grandparents, distant relatives, etc. According to the federal goal of the grant program, the Child Access and Visitation Grant Program is intended to increase opportunities for *biological parents who are not living in the same household as their children* to become involved in their children's lives. The child being in the temporary custody of the grandparent does not mean that the grandparent is the parent—they are seen as temporary custodians. The child still has a noncustodial (NCP) parent and the grant is intended to provide services for the NCP and not the grandparent.

2.0 GRANT TERMS AND CONDITIONS

2.1 Grant Compliance Requirements

Applicants awarded grant funding must meet all federal and state grant requirements and adhere to the terms and conditions of the standard contract agreement to receive Access to Visitation Grant funds. Each applicant court and each subcontractor agency must comply with their proposed plan as set out in the grant application unless a modification is approved by the Judicial Council. The court and subcontractor will be required to provide quarterly statistical data collection reports and bi-annual progress summary reports to Judicial Council program staff. Judicial Council program staff will provide guidelines and requirements for these reports. Failure to comply with grant requirements can result in termination of the contract and redistribution of the funds to other courts. **The Judicial Council will not award grant funding or will terminate funding to programs that do not meet grant compliance requirements.**

2.2 Standards of Practice for Providers of Supervised Visitation

All supervised visitation and exchange programs funded under this grant program must comply with Family Code section 3200.5 and all requirements of the Uniform Standards of Practice for Providers of Supervised Visitation as set forth in Standard 5.20 of the California Standards of Judicial Administration.¹⁰ These standards can be found on the Judicial Council [website](#).

3.0 GRANT APPLICATION SUBMISSION INSTRUCTIONS

3.1 How to Apply

This section is intended to provide the applicant with instructions for what the grant application proposal should include for submission. The grant application proposal should be completed **using the fillable PDF document** and Attachments provided. The grant application proposal must be signed by the appropriate authorized court representative and received by email by the deadline date.

3.2 Instructions and Deadline for Submission of Grant Application Proposals

The signed completed application must be received by email by **5 p.m., Tuesday, September 29, 2020**. Applications must be received in PDF file format to the following email address: accesstovisitation@jud.ca.gov. Applications should contain the name of the applicant court in the footer of the application and pages should be consecutively numbered. Applicants should allow sufficient time to address any technical difficulties. **Neither mailed nor faxed proposals will be accepted. Late proposals will not be accepted.**

3.3 Grant Applicant Webinar Sessions

Judicial Council program staff will offer several webinars for interested applicants. Courts and interested community-based justice partners will have the opportunity to ask questions regarding the RFP and its requirements. The applicant webinar sessions are scheduled for:

¹⁰ Family Code § 3202(a).

- Thursday, August 13, 2020, from 10:00–11:30 a.m., and 3:00–4:30 p.m.
- Wednesday, August 26, 2020, from 10:30 a.m. –12:00 p.m., and 3:00–4:30 p.m.

The applicant webinars are optional. Participants interested in the webinars should register [here](#). Webinar log-in instructions will be sent to participants in an email prior to the scheduled webinar. Webinar participants will need to have internet access, log into WebEx using a computer or personal electronic device or be able to call in by phone to join the discussion. A WebEx account is not required.

To ensure a fair process, applicants (including interested community-based partners and co-applicants) are requested to submit questions in advance through the Survey Monkey registration link above. Questions for the Webinar sessions should be received by the deadline date of **August 11, 2020, by 5:00 p.m., and August 24, 2020, by 5:00 p.m.** Requests for clarification or guidance should indicate the RFP page number and section and state the question clearly. Judicial Council staff will consolidate or paraphrase questions for efficiency and clarity. Questions and answers will be posted on the Access to Visitation [website](#) within one week following the webinar and may be updated, as needed.

3.4 Letter of Intent Deadline

Each applicant court interested in submitting a grant application is strongly encouraged to submit a Letter of Intent (LOI). This process will assist staff in allocating resources for the application review. Letters of Intent are optional and will be nonbinding on the court. Courts who do not submit a LOI by the deadline date are still eligible to apply for grant funding. Letters of Intent (see Attachment B) should be received and emailed to shelly.labotte@jud.ca.gov by 5:00 p.m., Tuesday, September 1, 2020.

For applicant courts submitting a proposal with a partnering court that is using the same subcontractor, only one LOI is required to be submitted by the lead applicant court. For applicant courts submitting a proposal with partnering courts using different subcontractors, for each of their respective counties, every partnering court should complete a separate LOI to be submitted together with the lead applicant court.

4.0 EVALUATION AND REVIEW PROCESS FOR THE GRANT APPLICATION PROPOSALS

4.1 Grant Review Process

The grant funds will be awarded with the intent to approve as many requests as possible while assuring that each proposal would provide beneficial services and satisfy the overall goals of the program.¹¹ To ensure a fair and unbiased selection process, Judicial Council program staff will convene the establishment of a Grant Review Group (GRG). The role of the GRG grant reviewers will be to read, score, and evaluate each grant application proposal using the scoring evaluation criteria outlined under this RFP grant application.

¹¹ Fam. Code, § 3204(b)(2).

Judicial Council program staff will submit the GRG ranking results to the Family and Juvenile Law Advisory Committee. The Family and Juvenile Law Advisory Committee will make grant funding recommendations to the Judicial Council. Judicial Council program staff will not participate in the evaluation or scoring of any grant application proposals.

4.2 Grant Application Evaluation Criteria and Scoring

All grant application proposals will be subject to a review process criterion outlined in Attachment A in this RFP grant application. The grant application proposals will be read as a whole to understand the program design and operations. Reviewers will score each application based upon the responsiveness to the RFP.

Grant funding recommendations will not be based on numeric scores alone. The committee recommendations will also seek to ensure that the program goals represent statewide geographical diversity in service delivery, including population and court size. The Scoring Sheet used for the review process is included in this RFP as Attachment A and is for informational purposes only. The Judicial Council makes the final decision regarding all awards of grant funding.

Below is a summary of the scoring system for evaluation of the grant application proposals. A total of 105 points (including bonus points) will be scored under this RFP grant application as follows:

1. Grant application proposal narrative section (total of 100 points)
 - a. Strength of Program Services (50 points)
 - b. Strength of Partnerships (20 points)
 - c. Evaluation (20 points)
 - d. Budget (10 points)

2. Automatic bonus points for multiple court and subcontractor collaborations (5 points).
Multicourt collaboration is defined as a lead applicant court in collaboration with multiple courts and/or counties from other jurisdictions. **Multiagency collaboration** is defined as a single applicant court in collaboration with several (at least two or more agencies) local service providers as the court’s subcontractors for the Access to Visitation Grant Program. Multiagency collaboration does not mean multiple site locations.

4.3 Timeline

The following is a tentative timeline of activities related to this grant application. All dates are subject to change at the discretion of the Judicial Council.

Dates	Grant Activities
July 29, 2020	Release of RFP and grant application
August 11 <u>and</u> August 24	Deadline for Questions for Grant Applicant Webinars

	Email to shelly.labotte@jud.ca.gov
August 13 and August 26, 2020	Grant Applicant Webinar <ul style="list-style-type: none"> ▪ Register here ▪ Webinar Log-in Instructions will be sent to attendees
September 1, 2020	Letter of Intent due by email by 5:00 p.m.
September 29, 2020	Proposals/grant applications must be received by email to Judicial Council staff by 5:00 p.m. Send to accessstovisitation@jud.ca.gov .
October 2020	Review, selection, and recommendation of grant awards
November 2020	Family and Juvenile Law Committee Meeting
November–December 2020	Drafting and preparation of Judicial Council report
January 2021	Judicial Council Meeting
January 2021	Notification of grant awards
January 2021	Request to submit revised court/subcontractor budgets for contract agreements for fiscal year 2021–2022 funding period
April 1, 2021	Grant period begins (Fiscal Year 2021–2021)

4.4 Notification of Grant Awards

The Judicial Council determines the final number and amount of grants to be awarded to the superior courts. All courts responding to this RFP will be officially notified in writing as soon as grant application proposals and funding allocations are approved. Courts awarded funding will have the option of accepting or declining their grant award. If any of the selected courts decline their grant award amount after Judicial Council allocation approval but before execution of a funding contract with the Judicial Council, these funds will be distributed to the next ranking court. If grant awards are declined during the AV funding period, these funds will be distributed to courts that are already approved to receive Access to Visitation Grant funds through a midyear reallocation, based on a needs assessment of all requesting courts, with an opportunity given to courts to submit a justification for why they should receive additional funding. Courts will be required to certify, prior to execution of the contract agreement, that they have secured a subcontractor.

REQUEST FOR PROPOSALS AND GRANT APPLICATION

California's Access to Visitation (AV) Grant Program for Enhancing Responsibility and Opportunity for Nonresidential Parents for Fiscal Years 2021–2022 through 2023–24

(Contract funding period is for one year beginning April 1, 2021)

In this RFP grant application proposal, there are questions that require a narrative response and include a word count limit. High maximum word limits are designed to accommodate multi-court collaborations, multiple subcontractors, or courts with multiple services (e.g., supervised visitation and parent education) so applicants may be able to respond fully to narrative questions without reaching the maximum. Scores are based on answer quality, not length.

I. ABSTRACT/COVER PAGE/EXECUTIVE SUMMARY *(Required – all Applicants)*

Q1: Proposed Program Title: _____

Q2: Identify the lead and any partnering courts, including for each: the county of the court, and the name, address, telephone, and email address of the court contact for the AV grant program.

Role	Superior Court	Contact Name	Title	Address	Telephone	Email Address
Lead Court						
Partner Court						
Partner Court						
Partner Court						

Q3: Identify all subcontractors, including for each: the name of the subcontractor, and the name, address, telephone, and email address of the subcontractor lead contact.

Subcontractor Name	Contact Name	Title	Address	Telephone	Email Address

Q4: Budget Total for AV Program Funding: _____

Q5: Grant Geographic Service Areas: _____

Q6: Program Summary. Please provide a one or two paragraph summary of the proposed AV grant program, including a description of each of the AV service areas that the court/subcontractor will be

providing (*The Judicial Council may use this description in reports to the legislature and to the federal funder*). (300 words)

Q7: Please identify all of the AV service areas for which the applicant seeks funding (*check all that apply*):

- Supervised Visitation
- Exchange
- Parent Education
- Group Counseling

Q8: 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, 2021–March 31, 2022):

A. Supervised Visitation

_____ the days and hours of services (e.g., M–F, 9:00 a.m.–5:30 p.m.)

_____ the total number of clients to be served

_____ the total number of hours of client services

_____ the number of site locations at which services will be provided

B. Supervised Exchange

_____ the days and hours of services (e.g., M–F, 9:00 a.m.–5:30 p.m.)

_____ the total number of clients to be served

_____ the total number of hours of client services

_____ the number of site locations at which services will be provided

C. Group Counseling

_____ the days and hours of services (e.g., M–F, 9:00 a.m.–5:30 p.m.)

_____ the number of sessions

_____ the total number of clients to be served

_____ the total number of hours of each session

D. Parent Education

_____ the length of each workshop

_____ the number of participants per workshop

_____ the number of workshops that will be offered in the grant period

Q9: *Additional Information on Parent Education. (Only for applicants who are providing this service)*

A. Type of parent education. Choose all that apply from the list below. (*Choose the category that is the closest match, even if the title is not exactly the same*):

- Co-parenting
- Parallel Parenting
- Kids' Turn
- Separation after Divorce
- Other: _____

B. Describe the type of parent education included in "Other": _____

C. State whether the parent education programs are mandatory, voluntary or both by selecting from the list below. *(If some of the workshops are mandatory and some of the workshops are voluntary, select "Both.")*

- Mandatory
- Voluntary
- Both

D. Do you offer classes/workshops in languages other than English?

- Yes If Yes, please identify the non-English languages: _____
- No

E. For each of the classes/workshops identified above, state how frequently the class/workshop is conducted.

Q10: Additional Information on Group Counseling. (Only for applicants who are providing this service)

- A. Describe applicant's proposed group counseling program, including a description of the types of group counseling programs, if applicant will provide more than one type. *(500 words)*
- B. For each program, describe how non-custodial parents will be referred to counseling services. *(300 words)*
- C. For each group counseling session identified, state the length of the group counseling session (duration) and how frequently the group counseling sessions will be held. *(500 words)*

Program Services (Required-All Applicants)

Q11: Do you anticipate that AV services will begin on April 1, 2021. If not, please explain *(200 words)*

Q12: Describe the AV grant program, including how the services will promote the goals of the grant by increasing noncustodial parents' access to and visitation with their children. Include specific detailed information regarding the proposed AV service activities that will support and facilitate increasing noncustodial parents' access to and visitation with their children. *(750 words)*

Q13a: Describe the particular need for AV services within the noncustodial population to be served (the target population): *(100 words)* _____

Q13b Describe any unique characteristics of the target population and any innovative approaches to serving the population. (200 words)

Q14: Describe how the proposed AV services will remove barriers to visitation for families, including the following areas: (1000 words)

- A. *Location*. Identify the sites for the AV services (type of site, e.g., local church, or availability of technology for remote services, etc.) and rationale for sites chosen, including specifically how the site(s) meet the needs of the target population and are accessible by public transportation.
- B. *Eligibility*. Describe how eligibility, including income eligibility, is determined for serving noncustodial parents.
- C. *Outreach*. Describe outreach efforts that the program will take to ensure the target population of noncustodial parents is aware of and effectively reached with the AV services.
- D. *Cultural competency or responsiveness*. Describe how program will ensure that the AV services are culturally competent, free from bias, and will meet the diverse needs of noncustodial parents. Include the language capacity of staff, and how the program will serve non-English and Limited English Proficient (LEP) clients.

Q15: Describe the planned safety and security policies and procedures, in compliance with Standard 5.20, that safeguard the health and welfare of the child and adults during visitation. (no word limit)

Q16: Describe the safety screening measures and other protocols that identify and protect victims of domestic violence, including: 1) steps the program will take to ensure the safety of domestic violence victims and their children; 2) screening process for identifying domestic violence; and, 3) protocols for responding to domestic violence when it is disclosed, discovered, or suspected. (no word limit)

II. PARTNERS (Required–All Applicants)

Q17: Describe how the proposed AV services complement existing court-based programs and services. (300 words)

Q18: Describe any existing partnerships (or partnerships the program is exploring) with other government agencies, or community-based or domestic violence organizations, that serve as referrals or resources for clients participating in the AV services, including Department of Child Support Services and the court’s family law facilitator, self-help center, or family court services. (500 words)

Q19: Describe all identified subcontractors with which court will be subcontracting, including the fiscal, management and programmatic qualifications and experience of the organization. (300 words)

Q20: Describe the experience and training of the key staff who will be providing the AV services for which you are applying. Describe the plan for onboarding, continuing education, and training for staff. (500 words)

III. PROGRAM EVALUATION (*Required–All Applicants*)

Q21a: For each of the AV service areas for which you seek funding, describe your program evaluation plan, including the steps the program will use to determine client satisfaction and how the program will measure for effectiveness and efficiency of services. *(500 words)*

Q21b. If the applicant is a returning AV grant program, has the court or subcontractor made any changes in the delivery of program services as a result of recent evaluation of the program? If so, what were those changes and how did those changes increase efficiency and effectiveness? *(250 words)*

Q22: How will the court and subcontractor monitor the AV funded services to ensure grant funds are spent properly? *(500 words)*

Q23: Describe your sustainability plan including: 1) other funding sources that currently support the court's Access to Visitation Grant Program, and 2) whether other potential sources of short or long-term funding have been identified. *(500 words)*

IV. PROJECT BUDGET FORM (Required–All Applicants)

This grant is reimbursement-based. Courts must submit monthly invoices for approved allowable expenses incurred. Grant funds will be disbursed on a monthly basis once staff has determined that the claims comply with all state and federal grant reporting requirements. **The applicant must complete sections B1 through B3 as part of the project budget for this RFP proposal.**

B1: Program Budget: The applicant must include a budget and written budget narrative regarding projected program costs and expenditures. **Complete Attachment C—Budget Form for the court and subcontractor program budget.** The budget is the funding allocation plan that shows how the grant funds will be spent during the grant-funding period. **The budget request under this application is for the first contract year only (April 1, 2021–March 31, 2022).** The applicant must submit a new budget form each fiscal year for purposes of the contract agreement covering the three-year funding cycle.

B2: Summary of Client Services. Please complete the chart below.

AV Program Service Areas	Name of Applicant Court	Subcontractor 1	Subcontractor 2	Subcontractor 3	Total Number of Clients to be Served	Total Number of Hours of Client Services
Supervised visitation						
Supervised exchange						
Parent education						
Group counseling						
TOTAL						

B3: Summary of Court and Subcontractor Program Budget

Complete the chart below for the court and subcontractor program budget costs and expenditures based on Attachment C.

AV PROGRAM EXPENSES	AV Funds to Court	AV Funds to Sub 1	AV Funds to Sub 2	AV Funds to Sub 3	Match Court	Match Sub 1	Match Sub 2	Match Sub 3	Totals
Court Salaries		N/A	N/A	N/A		N/A	N/A	N/A	
Court Fringe Benefits		N/A	N/A	N/A					
Subcontract or Hourly Costs (<i>total amount for all positions including fringe benefits</i>)	N/A								
Indirect Costs (<i>total amount for all items</i>)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Other Direct Costs (<i>total</i>)									
Travel and Training									
TOTAL EXPENSES									
TOTAL PROGRAM INCOME	N/A								

This grant application is submitted by:

Name of Authorized Signatory (Lead Applicant Court Presiding Judge or Court Executive Officer)	Title	Phone Number and Email
Signature		Date Signed

ATTACHMENT A

**ACCESS TO VISITATION GRANT PROGRAM
RFP GRANT APPLICATION REVIEWER RATING AND SCORING SHEET FOR
FISCAL YEARS 2021–22 THROUGH 2023–24**

Date of Review:

Lead Applicant Court: Superior Court of California, County of _____

Funds Requested: _____

GRG Group Number: _____

GRG Reviewer Number: _____

SUMMARY OF POSSIBLE SCORES

CATEGORY	Total Possible Score
A. Strength of Program Services	50 points
B. Strength of Partnerships	20 points
C. Evaluation	20 points
D. Budget	10 points
E. Bonus	5 points
	TOTAL: 105 points

Each of the above categories contain questions that are assigned a point value. Grant funding recommendations will not be based on numeric scores alone. The Judicial Council will also consider geographic diversity including population and court size. The Judicial Council makes the final decisions regarding the number and amounts of grant funding.

PROJECT NARRATIVE		POINTS
Strength of Program Services (Question 6B)	A. Will the program start on time? If not, does the applicant provide a reasonable explanation regarding why?	5 points
<i>Need for Proposed Services</i> (Questions 12, 13)	B. Does the proposal support the goals of the grant program by increasing noncustodial parents' access to and visitation with their children? C. Does the proposal describe a particular need for AV services for the target population? D. Does the proposal describe any innovative or unique aspects of their program?	20 points
<i>Program Service Delivery</i> (Question 14)	E. Does the proposal describe how AV services will remove barriers to visitation for families, including: location, eligibility, outreach, and cultural competency?	15 points
<i>Safety and Security Policies/Procedures</i> (Questions 15, 16)	F. Does the proposal describe safety and security policies and procedures for compliance with Standard 5.20 that ensures safeguards are in place for serving clients? G. Does the proposal describe safety screening measures and other protocols that identify and protect victims of domestic violence in detail?	10 points
Strength of Partnerships (Questions 17, 18)	A. Does the proposed AV services appear to complement existing court-based programs and services? B. Does the proposal describe the applicant's planned coordination and partnership with other existing government, community-based, or domestic violence services?	10 points
<i>Experience</i> (Questions 19, 20)	C. Does the proposal describe the applicant's background, experience, and training of staff to provide the AV services? If the applicant does not have that expertise, does the applicant describe a plan to obtain the necessary experience and expertise? D. Does the proposal describe the subcontractor agency's experience and expertise in providing AV services? If a subcontractor agency does not have that expertise, how does the applicant describe a plan to obtain the necessary experience and expertise?	10 points
Evaluation (Questions 21,22)	A. Does the proposal describe how the applicant will evaluate the AV services to determine client satisfaction and how program effectiveness and efficiency will be measured? B. If the applicant has received an AV grant in the past, does the proposal describe how the applicant has made changes in service delivery?	15 points

<i>Sustainability</i> (Question 23)	C. Does the proposal describe a sustainability plan that includes the applicant's other sources of support, and whether the applicant has sought additional sources of funding?	5 points
Budget (B1-B3)	A. Does the proposal's budget show funds allocated to minimize administrative costs and support direct services to clients as an efficient use of funds? B. Does the proposal describe how the applicant court and subcontractor plan to monitor compliance with statutory and grant requirements?	10 points
Bonus Points <i>(multi-court and multi-agency collaborations only)</i>		5 points
Total Points		105 points

END ATTACHMENT A



JUDICIAL COUNCIL
OF CALIFORNIA

CALIFORNIA'S ACCESS TO VISITATION GRANT PROGRAM

**RFP GRANT APPLICATION—LETTER OF INTENT TO APPLY FOR FUNDING FISCAL YEARS
2021–22 THROUGH 2023–24**

ATTACHMENT B

September 1, 2020

Judicial Council of California
Operations and Programs Division
Center for Families, Children & the Courts
Attn: Shelly La Botte, Access to Visitation Grant Program Coordinator
2850 Gateway Oaks Drive, Suite 100
Sacramento, California 95833
Email: shelly.labotte@jud.ca.gov

Dear Ms. La Botte:

SUBMIT BY EMAIL

This is to inform you that the Superior Court of California, County of _____

will apply for Access to Visitation Grant Program funding for federal fiscal years 2021–22 through 2023–24.

Will the request for funding include?

- Single applicant court with single subcontractor agency
- Single applicant court with multiple subcontractor agencies
- Applicant court with partnering court and single subcontractor agency

Name of Partnering Court: Superior Court of California, County of _____

- Applicant court with multiple partnering courts and multiple subcontractor agencies

Name of Partnering Court: Superior Court of California, County of _____

Name of Partnering Court: Superior Court of California, County of _____

- Not determined yet

What is the total budget request for fiscal year 2020–21 funding only: _____

Has the court's subcontractor(s) obtained required non-profit status? Yes No

Has the court's subcontractor(s) obtained their 501(c)(3) status? Yes No

Has the court's subcontractor(s) obtained the required insurance? Yes No

Do the subcontractor insurance policies endorsed include the Court as an additional insured?

Yes No

Legal Name of Nonprofit Organization (subcontractors):

1. _____

2. _____

3. _____

In 1–2 sentences, tell us the purpose of your request for funding:

Select the one category that best describes your request for funding:

- New program (*this applies to those courts that have never received AV funded*)
- Continuation program (*this applies to existing grant recipient courts*)
- Previously funded in the past (*this applies to those courts that have received AV funding*)
- Other (*please explain*)

Select the program service areas related to your request for funding (*check all that apply*):

- Supervised visitation only
- Supervised visitation and exchange (both)
- Parent education
- Group counseling
- Not determined yet

If the court will seek funding for parent education and/or group counseling services, please tell us **in less than 300 words** the type of parent education and/or group counseling services that you will provide for noncustodial parents. Click [here](#) for scope of eligible [services](#) and providers.

The Letter of Intent should be received and emailed to shelly.labotte@jud.ca.gov no later than **Tuesday, September 1, 2020, by 5:00 p.m.** Courts who do not submit a letter of intent by the deadline date are still eligible to apply for grant funding.

Signature:	Date:
Presiding Judge and/or Court Executive Officer	
Print Name:	

END ATTACHMENT B

ATTACHMENT C

CALIFORNIA'S ACCESS TO VISITATION GRANT PROGRAM

RFP GRANT APPLICATION—COURT AND SUBCONTRACTOR BUDGET FORM FISCAL YEARS 2021–22 THROUGH 2023–24

(See Attachment C – Blank Budget Form accompanying RFP email or on website:
<https://www.courts.ca.gov/cfcc-accesstovisitation.htm>)

ATTACHMENT D

CALIFORNIA'S ACCESS TO VISITATION GRANT PROGRAM

RFP GRANT APPLICATION

LIST OF COURTS AND GRANT ELIGIBILITY AMOUNT FISCAL YEARS 2021–22 THROUGH 2023–24

County	Single-Parent Households		Individuals Below FPL		Average	Rank	Grant Eligibility Amount
	Number	% of Total	Number	% of Total	% of Total		
Los Angeles	638000	27.65%	1,800,265	29.34%	28.50%	1	\$100,000
San Diego	170075	7.37%	454,876	7.41%	7.39%	2	\$100,000
San Bernardino	163096	7.07%	397,766	6.48%	6.78%	3	\$100,000
Orange	144395	6.26%	395,483	6.45%	6.35%	4	\$100,000
Riverside	146005	6.33%	379,985	6.19%	6.26%	5	\$100,000
Sacramento	105491	4.57%	262,251	4.27%	4.42%	6	\$100,000
Fresno	95348	4.13%	252,187	4.11%	4.12%	7	\$100,000
Kern	77704	3.37%	195,744	3.19%	3.28%	8	\$100,000
Alameda	75487	3.27%	194,639	3.17%	3.22%	9	\$100,000
Santa Clara	74397	3.22%	175,690	2.86%	3.04%	10	\$100,000
San Joaquin	53026	2.30%	129,390	2.11%	2.20%	11	\$100,000
Contra Costa	54645	2.37%	117,915	1.92%	2.15%	12	\$100,000
Tulare	41815	1.81%	125,775	2.05%	1.93%	13	\$100,000
Stanislaus	40612	1.76%	105,927	1.73%	1.74%	14	\$100,000
Ventura	42363	1.84%	91,880	1.50%	1.67%	15	\$100,000
San Francisco	22030	0.95%	109,524	1.79%	1.37%	16	\$100,000
Monterey	29283	1.27%	69,475	1.13%	1.20%	17	\$100,000
Merced	26011	1.13%	67,417	1.10%	1.11%	18	\$100,000
San Mateo	28279	1.23%	59,232	0.97%	1.10%	19	\$100,000
Santa Barbara	24661	1.07%	68,017	1.11%	1.09%	20	\$60,000
Solano	27678	1.20%	55,534	0.91%	1.05%	21	\$60,000
Sonoma	25633	1.11%	57,179	0.93%	1.02%	22	\$60,000
Butte	12383	0.54%	47,532	0.77%	0.66%	23	\$60,000
Placer	16777	0.73%	32,427	0.53%	0.63%	24	\$60,000
Imperial	13120	0.57%	40,114	0.65%	0.61%	25	\$60,000
Santa Cruz	12466	0.54%	39,053	0.64%	0.59%	26	\$60,000
Yolo	11312	0.49%	39,688	0.65%	0.57%	27	\$60,000
San Luis Obispo	11180	0.48%	38,630	0.63%	0.56%	28	\$60,000
Madera	12115	0.53%	33,968	0.55%	0.54%	29	\$60,000
Kings	13321	0.58%	29,900	0.49%	0.53%	30	\$60,000
Shasta	11310	0.49%	31,707	0.52%	0.50%	31	\$60,000
Humboldt	9049	0.39%	28,158	0.46%	0.43%	32	\$60,000
Marin	11192	0.49%	20,964	0.34%	0.41%	33	\$60,000
El Dorado	6938	0.30%	18,831	0.31%	0.30%	34	\$60,000
Napa	7266	0.31%	14,020	0.23%	0.27%	35	\$60,000
Mendocino	5829	0.25%	17,527	0.29%	0.27%	36	\$60,000
Sutter	5773	0.25%	16,743	0.27%	0.26%	37	\$60,000
Yuba	5691	0.25%	15,862	0.26%	0.25%	38	\$60,000
Lake	5038	0.22%	15,597	0.25%	0.24%	39	\$45,000
Nevada	3773	0.16%	12,367	0.20%	0.18%	40	\$45,000
Tehama	3779	0.16%	12,313	0.20%	0.18%	41	\$45,000
Siskiyou	2539	0.11%	10,026	0.16%	0.14%	42	\$45,000
San Benito	3701	0.16%	6,202	0.10%	0.13%	43	\$45,000
Tuolumne	2080	0.09%	7,010	0.11%	0.10%	44	\$45,000
Del Norte	2220	0.10%	5,207	0.08%	0.09%	45	\$45,000
Glenn	1881	0.08%	5,721	0.09%	0.09%	46	\$45,000
Calaveras	1725	0.07%	5,590	0.09%	0.08%	47	\$45,000
Amador	1608	0.07%	4,191	0.07%	0.07%	48	\$45,000
Colusa	1631	0.07%	3,171	0.05%	0.06%	49	\$45,000
Lassen	1316	0.06%	3,563	0.06%	0.06%	50	\$45,000
Inyo	1218	0.05%	2,019	0.03%	0.04%	51	\$45,000
Plumas	748	0.03%	2,687	0.04%	0.04%	52	\$45,000
Mariposa	699	0.03%	2,651	0.04%	0.04%	53	\$45,000
Trinity	687	0.03%	2,562	0.04%	0.04%	54	\$45,000
Modoc	235	0.01%	1,673	0.03%	0.02%	55	\$45,000
Mono	516	0.02%	684	0.01%	0.02%	56	\$45,000
Sierra	92	0.00%	438	0.01%	0.01%	57	\$45,000
Alpine	39	0.00%	195	0.00%	0.00%	58	\$45,000
TOTAL	2,307,281		6,135,142				

Sources: 2011-2015 American Community Survey 5-Year Estimates
 Table B09002: OWN CHILDREN UNDER 18 YEARS BY FAMILY TYPE AND AGE
 Male householder, no wife present, with own children under 18 years
 Female householder, no husband present, with own children under 18 years
 Table S1701: POVERTY STATUS IN THE PAST 12 MONTHS
 Population below poverty level