



JUDICIAL COUNCIL OF CALIFORNIA

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MEMORANDUM

Date January 25, 2021	Action Requested Please Review and Respond
To Hon. Kevin C. Brazile, Cochair Hon. Luis A. Lavin, Cochair Advisory Committee on Providing Access and Fairness Hon. Victor A. Rodriguez, Chair, Language Access Subcommittee	Deadline January 26, 2021
From Douglas G. Denton Principal Manager, Language Access Services Center for Families, Children & the Courts	Contact Lisa Chavez Supervising Analyst, Language Access Services 415-865-4227 Lisa.Chavez@jud.ca.gov
Subject Signage and Technology Grant Program, FY 2020–21: Contingency Funding Status	Danielle McCurry Senior Analyst, Language Access Services 415-865-7677 Danielle.McCurry@jud.ca.gov

In November 2020, the Judicial Council approved the FY 2020-21 grant cycle recommendations for 23 courts to receive grants under the Language Access Signage and Technology Grant Program. Funding requests for each category were below the annual allocation for grants, so remaining funding was set aside as contingency funding for the awarded courts. After the council report, awarded courts were informed about the available remaining contingency funding. Below is a status update on the requests for contingency funding and a recommendation on what to do with the remaining contingency funding. With your approval, also attached is a draft report for the council that summarizes these recommendations. With your approval, we will then share this memorandum and the draft report with PAF for approval by email and will then work to submit the draft report to the council for their next scheduled meeting.

Excerpt from November 2020 Council Report

*“Signage Requests. Each of these requests can be fully funded. The total requests including any augmentations were under the \$1,000,000 allocation for signage, which resulted in extra funding of \$251,358.05. **This additional funding will be set aside as a contingency fund to be used in case of need by the awarded courts; for example, to help offset unforeseen cost increases for individual signage projects.**”*

Following the November 2020 council report, requests from courts for contingency funding for signage exceeded the available funding (see attached spreadsheet). Staff recommends that the amounts provided to three courts that requested the most in contingency funds for signage be capped so that each of the three courts would receive the same final award of \$181,058.68 for signage. All other courts can receive the full amount in contingency funding that they requested. Thus, the full \$1,000,000 of the signage allocation can be distributed to courts under this approach.

Excerpt from November 2020 Council Report

*“Technology Requests. Each of these requests can be fully funded. The total allowable requests including any augmentations were under the \$1,350,000 allocation for technology, which resulted in extra funding of \$405,765.75. **This additional funding will be set aside as a contingency fund to be used in case of need by the awarded courts; for example, to help offset unforeseen cost increases for individual technology projects.**”*

Following the November 2020 council report, requests from courts for contingency funding for technology still fell below the amount available (see attached spreadsheet). Courts can receive the full amount in technology contingency funding that they requested. The remaining funding for technology is \$141,042.27.

Recommendations for your approval:

1. Recommend that the contingency funding be awarded as shown in the attached chart.
2. Recommend that the Technology Committee approve the remaining \$141,042.27 contingency funding be applied to the new Request for Proposals (RFP) that the Information Technology Advisory Committee (ITAC) will send to all courts in January 2021 for grants for remote appearance technology, including for video remote interpreting. Use of the funding for this purpose will assist more courts with technology grants including for video remote interpreting, which is a priority under both grant programs.
3. Submit a report to the council for the next scheduled council meeting requesting approval of these recommendations.

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Please let us know by January 26, 2021 if you have any objections to the contingency awards and the approach on how to use the remaining funding. Once we hear back from you, we will plan to submit this memorandum and the attached draft report to PAF for approval via email.

Attachments

1. FY 2020–21 Signage and Technology Grant – Contingency Awards
2. Draft Council Report

DGD/LC/DMM

cc: Robert Oyung, Chief Operating Officer, Judicial Council
Heather Pettit, Director and Chief Information Officer, Information Technology, Judicial Council
Charlene Depner, Director, Center for Families, Children & the Courts (CFCC), Judicial Council
Don Will, Principal Manager II, CFCC, Judicial Council

COUNTY	DESCRIPTION OF CONTINGENCY SIGNAGE REQUEST	ORIGINAL SIGNAGE AWARD	ADDITIONAL SIGNAGE FUNDING REQUEST AMOUNT	PROPOSED SIGNAGE CONTINGENCY AWARD AMOUNT	TOTAL SIGNAGE AWARD	DESCRIPTION OF CONTINGENCY TECHNOLOGY REQUEST	ORIGINAL TECHNOLOGY AWARD	ADDITIONAL TECHNOLOGY FUNDING REQUEST AMOUNT	PROPOSED TECHNOLOGY CONTINGENCY AWARD AMOUNT	TOTAL TECHNOLOGY AWARD
Total Contingency Funding			\$ 251,358.05		\$1,000,000.00			\$ 405,765.75		\$1,350,000.00
Alameda	Expand and translate all documents to eight languages	\$ 156,786.00	\$ 99,312.00	\$ 24,272.68	\$ 181,058.68	N/A	\$ 40,000.00	N/A	\$ -	\$ 40,000.00
Fresno	N/A	\$ 3,250.00	N/A	\$ -	\$ 3,250.00	N/A	\$ 55,898.63	N/A	\$ -	\$ 55,898.63
Kings	N/A	\$ 48,471.00	N/A	\$ -	\$ 48,471.00	N/A	N/A	N/A	\$ -	
Madera	Expand and complete the electronic wayfinding and directory	\$ 17,056.67	\$ 12,863.00	\$ 12,863.00	\$ 29,919.67	N/A	N/A	N/A	\$ -	
Mendocino	N/A	\$ 10,500.00	N/A	\$ -	\$ 10,500.00	N/A	\$ 5,700.00	N/A	\$ -	\$ 5,700.00
Merced	N/A	N/A	N/A	\$ -	\$ -	N/A	\$ 79,189.07	N/A	\$ -	\$ 79,189.07
Napa	Eight (8) additional display units for other floors in our buildings	\$ 14,500.00	\$ 27,105.00	\$ 27,105.00	\$ 41,605.00	N/A	\$ 6,800.00	N/A	\$ -	\$ 6,800.00
Riverside	N/A	N/A	N/A	\$ -	\$ -	N/A	\$ 50,800.00	N/A	\$ -	\$ 50,800.00
Sacramento	N/A	\$ 85,520.00	N/A	\$ -	\$ 85,520.00	N/A	\$ 132,342.00	N/A	\$ -	\$ 132,342.00
San Bernardino	N/A	N/A	N/A	\$ -	\$ -	Additional headsets w/mic; 3 'splitters' and headset extension cords and; 3 webcams	\$ 62,924.00	\$ 55,511.81	\$ 55,511.81	\$ 118,435.81
San Diego	N/A	\$ 28,247.00	N/A	\$ -	\$ 28,247.00	Additional funding for more interpreter equipment	\$ 97,859.65	\$ 25,910.05	\$ 25,910.05	\$ 123,769.70
San Joaquin	N/A	N/A	N/A	\$ -	\$ -	Additional facilities costs and additional interpreter equipment	\$ 15,615.00	\$ 29,332.17	\$ 29,332.17	\$ 44,947.17
San Mateo	N/A	\$ 21,718.00	N/A	\$ -	\$ 21,718.00	Additional interpreter equipment	\$ 63,215.87	\$ 64,316.45	\$ 64,316.45	\$ 127,532.32
Santa Barbara	Expand countywide signage system	\$ 105,000.00	\$ 100,000.00	\$ 76,058.68	\$ 181,058.68	N/A	\$ 21,020.68	N/A	\$ -	\$ 21,020.68
Santa Clara	Expand digital wayfinding project	\$ 100,000.00	\$ 133,765.00	\$ 81,058.68	\$ 181,058.68	N/A	\$ 134,989.22	N/A	\$ -	\$ 134,989.22
Santa Cruz	Expand signage project	\$ 77,414.28	\$ 30,000.00	\$ 30,000.00	\$ 107,414.28	N/A	N/A	N/A	\$ -	

COUNTY	DESCRIPTION OF CONTINGENCY SIGNAGE REQUEST	ORIGINAL SIGNAGE AWARD	ADDITIONAL SIGNAGE FUNDING REQUEST AMOUNT	PROPOSED SIGNAGE CONTINGENCY AWARD AMOUNT	TOTAL SIGNAGE AWARD	DESCRIPTION OF CONTINGENCY TECHNOLOGY REQUEST	ORIGINAL TECHNOLOGY AWARD	ADDITIONAL TECHNOLOGY FUNDING REQUEST AMOUNT	PROPOSED TECHNOLOGY CONTINGENCY AWARD AMOUNT	TOTAL TECHNOLOGY AWARD
Total Contingency Funding			\$ 251,358.05		\$1,000,000.00			\$ 405,765.75		\$1,350,000.00
Sierra	N/A	N/A	N/A	\$ -	\$ -	N/A	\$ 2,491.00	N/A	\$ -	\$ 2,491.00
Solano	N/A	N/A	N/A	\$ -	\$ -	VRI equipment	\$ 33,132.32	\$ 55,919.85	\$ 55,919.85	\$ 89,052.17
Sonoma	N/A	\$ 80,179.00	N/A	\$ -	\$ 80,179.00	N/A	\$ 54,821.00	N/A	\$ -	\$ 54,821.00
Stanislaus	N/A	N/A	N/A	\$ -	\$ -	Additional VRI equipment	\$ 35,616.62	\$ 7,413.64	\$ 7,413.64	\$ 43,030.26
Sutter	N/A	N/A	N/A	\$ -	\$ -	N/A	\$ 22,080.00	N/A	\$ -	\$ 22,080.00
Ventura	N/A	N/A	N/A	\$ -	\$ -	Additional VRI equipment	\$ 24,225.00	\$ 24,486.77	\$ 24,486.77	\$ 48,711.77
Yolo	N/A	N/A	N/A	\$ -	\$ -	Additional interpreter and video conference equipment	\$ 5,514.19	\$ 1,832.74	\$ 1,832.74	\$ 7,346.93
Total Requested		\$ 748,641.95	\$ 403,045.00	\$ 251,358.04	\$ 999,999.99		\$ 944,234.25	\$ 264,723.48	\$ 264,723.48	\$ 1,208,957.73
Total Contingency Balance			\$ (151,686.95)		\$ 0.01			\$ 141,042.27		\$ 141,042.27

Notes:

Signage: The amounts provided to three courts that requested the most in contingency funds for signage (Alameda, Santa Barbara and Santa Clara) were capped so that each of the three courts would receive the same final award of \$181,058.68 for signage.



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REPORT TO THE JUDICIAL COUNCIL

Item No. XX

For business meeting on March 11-12, 2021

Title

Language Access Plan: Signage and Technology Grant Program, FY 2020-21: Recommended Contingency Awards and Use of Remaining Funding

Agenda Item Type

Action Required

Effective Date

March 12, 2021

Date of Report

January 25, 2021

Rules, Forms, Standards, or Statutes Affected

None

Contact

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Recommended by

Advisory Committee on Providing Access and Fairness
Hon. Kevin C. Brazile, Cochair
Hon. Luis A. Lavin, Cochair
Hon. Victor A. Rodriguez, Chair, Language Access Subcommittee

Lisa Chavez, Supervising Analyst
Language Access Implementation Unit
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Executive Summary

The Advisory Committee on Providing Access and Fairness recommends that contingency funds held under the Language Access Signage and Technology Grant Program for fiscal year 2020-21 be distributed to 14 courts that applied for contingency funding, and that remaining contingency funds for this cycle be added to the funding for the new Request for Proposals that the Information Technology Advisory Committee sent to all courts in January 2021 for grants for remote appearance technology, including for video remote interpreting.

Recommendation

The Advisory Committee on Providing Access and Fairness recommends that the Judicial Council, effective March 12, 2021:

1. Distribute \$264,723.50 of the \$405,765.77 identified as funding held for contingency purposes in the November 13, 2020 Judicial Council allocation to augment technology awards, and the full amount of the funding held for contingency purposes for signage grants, \$251,358.05, to augment signage awards for FY 2020-21 as shown in the attached chart.
2. Approve the remaining \$141,042.27 in technology contingency funding to be added to the new Request for Proposals that the Information Technology Advisory Committee sent to courts in January 2021 for grants for remote appearance technology, including for video remote interpreting.

Attached are the proposed contingency awards for FY 2020-21 signage and technology grants.

Relevant Previous Council Action

On September 24, 2019, the Judicial Council adopted a process for Language Access Signage and Technology Grants and directed Language Access Services staff to solicit and review grant applications and develop recommendations for review and approval by PAF, ITAC, and the Judicial Council.¹

In November 2020, for the grant program's second year (FY 2020-21 grant cycle), the council approved grants to all 23 courts that applied for funding and set aside remaining funding as contingency funding to be used in case of need.²

Analysis/Rationale

The Signage and Technology Grant Program provides grants for various court language access signage and technology initiatives, including for software and equipment to support video remote interpreting. Under the grant program, a total of \$1,000,000 is allocated each year for signage grants, and total of \$1,350,000 is allocated each year for technology grants.

Signage Grants, FY 2020-21

For signage grants, the November 2020 council report noted that “[E]ach of these requests can be fully funded. The total requests including any augmentations were under the \$1,000,000

¹ See Judicial Council report for the September 24, 2019 business meeting at <https://jcc.legistar.com/View.ashx?M=F&ID=7675626&GUID=F2CCA714-356A-41B7-82B5-05C058CE0D6E>.

² See Judicial Council report for the November 13, 2020 business meeting at <https://jcc.legistar.com/View.ashx?M=F&ID=8873139&GUID=4FC257C5-6FF4-4A26-A8B7-EA63E73059D7>

allocation for signage, which resulted in extra funding of \$251,358.05. This additional funding will be set aside as a contingency fund to be used in case of need by the awarded courts; for example, to help offset unforeseen cost increases for individual signage projects.”

Following the council report, requests from awarded courts for contingency funding for signage exceeded the available funding (see Attachment 1). The amounts provided to three courts that requested the most in contingency funds for signage were capped so that each of the three courts would receive the same final award of \$181,058.68 for signage. All other courts can receive the full amount in contingency funding that they requested. Thus, the full \$1,000,000 of the signage allocation will be distributed to courts.

Technology Grants, FY 2020-21

For technology grants, the November 2020 council report noted that “[E]ach of these requests can be fully funded. The total allowable requests including any augmentations were under the \$1,350,000 allocation for technology, which resulted in extra funding of \$405,765.75. This additional funding will be set aside as a contingency fund to be used in case of need by the awarded courts; for example, to help offset unforeseen cost increases for individual technology projects.”

Following the council report, requests from awarded courts for contingency funding for technology still fell below the amount available (see Attachment 1). Courts will receive the full amount in technology contingency funding that they requested. The remaining funding for technology is \$141,042.27. After a review of potential options, the chairs recommended to the Technology Committee that the \$141,042.27 in remaining contingency funding be reallocated to the separate ITAC Request for Proposal that will assist all interested courts with grants for remote appearance technology, including for software and equipment for video remote interpreting, which is a priority area under both grant programs.

Policy implications

The contingency funding will assist awarded courts to complete their projects. The reallocation of the remaining contingency funding would be for a one-time basis to support the new ITAC technology grants. This will ensure the full use of this grant funding for technology purposes, including for video remote interpreting, which will assist courts to improve remote services and serve more court users.

Comments

The recommendations on the proposed contingency allocations were approved by PAF in January 2021. The reallocation of the remaining contingency funds was approved by the Technology Committee in February 2021 (TBD).

Alternatives considered

The alternative to not distribute or reallocate this funding would mean that available funding would not be made available to the courts.

Fiscal and Operational Impacts

The Governor's 2020 Budget Act provided \$316,000 in funding for VRI equipment for up to 15 courthouses, which will be distributed to interested courts under the new IT grant program. The \$141,042.27 in remaining contingency funding under the signage and technology grant program will be reallocated and added to the new IT grant program to provide more funding for those courts who are interested in video remote interpreting technology.

All courts that submitted Signage and Technology Grant contingency requests for FY 2020-21 will be notified as to whether they will receive additional funding. Intra-branch agreements (IBAs) for the signage and technology grant requests are being developed for all the awarded courts. If the reimbursement request and invoices to support the requested reimbursement amount are not received by December 31, 2021, grant funding for the cost of the project will be unavailable for reimbursement to the court.

Attachments and Links

1. Contingency Awards for FY 2020-21 Signage and Technology Grants