



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Community Services/CEO  
**Department No.:** 057  
**For Agenda Of:** November 10, 2015  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department George Chapjian, Community Services Director (805-568-2467)  
Director(s) and Terri Nisich, Assistant CEO (805-568-3400)  
Contact Info: Dinah Lockhart, Deputy Director (805-568-3523)  
A.J. Quinoveva, Housing Program Specialist, Sr. (805-560-1090)  
Susan Foley, Department Business Specialist (805-568-3522)  
**SUBJECT:** General Fund Agreements with Legal Aid Foundation of Santa Barbara County

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board of Supervisors to execute a General Fund Grant Agreement with Legal Aid Foundation of Santa Barbara County for Common Ground Santa Barbara in the amount of \$40,000 for the period beginning July 1, 2015 and ending June 30, 2016 (Attachment A);
- b) Approve and authorize the Chair of the Board of Supervisors to execute a General Fund Grant Agreement with Legal Aid Foundation of Santa Barbara County for the Family Violence Prevention Program in the amount of \$60,000 for the period beginning July 1, 2015 and ending June 30, 2016 (Attachment B)
- c) Determine that the approval of the General Fund Grant Agreements are not the approvals of projects that are subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the projects are a creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption (Attachment C).

**Summary Text:**

Approval and authorization of the General Fund Grant Agreements with Legal Aid Foundation of Santa Barbara County (Legal Aid) by the Board of Supervisors will provide Legal Aid with funds to support the Family Violence and Prevention Program and the Common Ground Santa Barbara project. The Family Violence Prevention Program provides free legal services to victims of domestic violence, elder abuse and sexual assault. Funding will ensure that Legal Aid maintains current staffing with three attorneys to continue these services countywide. Common Ground Santa Barbara is a special project of Legal Aid's in which staff and volunteers provide homelessness assistance services to clients of Santa Barbara, Carpinteria, Goleta, and Isla Vista. The Community Services Department's Housing and Community Development Division will be the County's contract administrator for the Common Ground Santa Barbara contract. The Family Violence Prevention Program contract will be administered by the County Executive Office.

**Background:**

With the adoption of the fiscal year 2015-2016 budget on June 10, 2015, the Board of Supervisors approved General Fund contributions in the amount of \$40,000 to support the operations of Common Ground Santa Barbara and \$60,000 for the Family Violence Prevention Program. Funds were requested by Legal Aid and appropriated by the Board during the County's 2015-2017 Budget Hearing through the Outside Agency Request for County Funding process. Common Ground Santa Barbara, a special project of Legal Aid, recruits, trains, and educates volunteers so they can effectively house the most vulnerable individuals and families experiencing homelessness in Santa Barbara County. The effort is a collaboration of community members from the non-profit, governmental, business, and faith communities of Santa Barbara County striving to end homelessness within their communities. Under the terms and conditions of the General Fund Grant Agreement, Common Ground Santa Barbara will assist 15 homeless individuals move into housing, provide street outreach assistance to 100 or more homeless individuals, and train at least 20 volunteers in the use of the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT), among other services. Services will be provided in the cities of Santa Barbara, Carpinteria, Goleta, and Isla Vista.

Legal Aid's Family Violence Prevention Program is intended to provide civil legal representation to victims of domestic violence, elder abuse, and sexual assault. The funding will permit Legal Aid to continue to provide this service countywide and to maintain current staffing levels. The grant shall provide legal services to 160 domestic violence victims, 12 new U-Visa clients, and 8 elder abuse clients during fiscal year 2015-2016.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			\$ 100,000.00
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 100,000.00

The General Fund contribution to Legal Aid to support the operations of Common Ground Santa Barbara and the Family Violence Prevention Program in the amount of \$100,000 was approved by the Board in the fiscal year 2015-2016 operating budget. The Community Services Department Housing and Community Development Division will be the contract administrator for the Common Ground Santa Barbara contract. The Family Violence Prevention Program contract will be administered by the County Executive Office.

In total, County departments provided Legal Aid with \$95,029 for various programs and services during fiscal year 2014-2015. County departments include Alcohol, Drug, and Mental Health Services (ADMHS); Community Services; Public Health; the Superior Court; and the County Executive Office.

**Key Contract Risks:**

Legal Aid has prior experience operating and managing homelessness assistance and family violence prevention programs. The General Fund Agreements are cost reimbursement contracts. The County will only reimburse Legal Aid for costs that are eligible under the Agreements and documented in a manner that is acceptable to the County. County staff will assess the performance of Legal Aid to determine if services are adequately provided. The County will provide payment after demonstration that reimbursable services were provided.

*Financial Condition of Legal Aid*

Based on a review of financial documentation submitted to the County, Legal Aid appears to be performing satisfactorily.

**Special Instructions:**

Please email an electronic copy of the Minute Order to Akila A. Shenoy at [ashenoy@co.santa-barbara.ca.us](mailto:ashenoy@co.santa-barbara.ca.us). Please execute three (3) original copies of the following documents and send to Akila A. Shenoy (x3524):

- 1) General Fund Grant Agreement with Legal Aid Foundation of Santa Barbara County for Common Ground Santa Barbara, and
- 2) General Fund Grant Agreement with Legal Aid Foundation of Santa Barbara County for Family Violence Prevention Program.

**Attachments:**

Attachment A: General Fund Grant Agreement with Legal Aid Foundation of Santa Barbara County for Common Ground Santa Barbara

Attachment B: General Fund Grant Agreement with Legal Aid Foundation of Santa Barbara County for Family Violence Prevention Program

Attachment C: CEQA Notice of Exemption

**Authored by:**

Akila A. Shenoy, Housing and Community Development Division (805-568-3524)