

**REPORT FROM**

**OFFICE OF THE CITY ADMINISTRATIVE OFFICER**

Date: March 9, 2023

CAO File No. 0220-05357-0008  
Council File No. 17-0046-S2  
Council District: All

To: Civil Rights, Equity, Immigration, Aging and Disability Committee  
Budget, Finance and Innovation Committee

From: *for* Matthew W. Szabo, City Administrative Officer 

Subject: **LOS ANGELES JUSTICE FUND (LAJF) PILOT PROGRAM CLOSEOUT AND RELATED ACTIONS TO ESTABLISH AND IMPLEMENT ITS SUCCESSOR PROGRAM REPRESENT LA**

**RECOMMENDATIONS**

That the Council, subject to approval of the Mayor:

1. Retroactively approve the selection of contractors recommended to implement various RepresentLA program components:

<b>RepresentLA Contractor Recommendations</b>
<b>Lead Organization for Program Administration:</b> <i>The Coalition for Humane Immigrant Rights (CHIRLA)</i>
<b>Lead Sub-Contractor to CHIRLA:</b> <i>Immigrant Defenders (ImmDef) - Removal Defense Representation project management</i> <i>Central American Resource Center (CARECEN) – Affirmative Immigration Benefits Representation project management</i>
<b>Data Collection and Program Evaluation:</b> <i>University of Southern California - Equity Research Institute (USC ERI)</i>
<b>Detained and Non-Detained Removal Defense Representation:</b> <i>The Coalition for Human Immigrant Rights (CHIRLA)</i> <i>Immigrant Defenders (ImmDef) Law Center</i> <i>Central American Resource Center (CARECEN)</i> <i>Council on American-Islamic Relations (CAIR) Los Angeles</i> <i>Los Angeles LGBT Center</i> <i>Public Counsel</i> <i>TransLatin@ Coalition</i> <i>University of Southern California (USC) Immigration Clinic</i>
<b>Affirmative Immigration Benefits Representation</b> <i>Affirmative Asylum – Al Otro Lado</i>

CAO File No.	PAGE
0220-05357-0008	2

<i>Affirmative Special Immigrant Juvenile Status (SIJS) – Esperanza Immigrant Rights Project</i>
<i>Affirmative Labor Trafficking – Thai Community Development Center (CDC)</i>

2. Approve the Memorandum of Understanding (MOU) and authorize the General Manager, or designee of the Community Investment for Families Department (CIFD), to negotiate and execute the MOU between the City and the County of Los Angeles, Department of Consumer and Business Affairs, Office of Immigrant Affairs (DCBA-OIA), to provide immigrant legal services through the RepresentLA Program, a comprehensive initiative that provides free legal representation for individuals in removal proceedings, legal counsel and representation for vulnerable individuals seeking affirmative immigration relief, resource linkage to vital support services, and outreach and education to Los Angeles County residents in underserved communities, for a three-year term effective from the date of execution, with the option to renew for up to two additional one-year terms, and contingent upon the availability of funds, review by the City Attorney as to form, and compliance with City contracting requirements;
3. Authorize the City Administrative Officer (CAO), or designee, to transfer a total of \$4.0 million from the CAO's General Fund No. 100, Department 10, Account No. 003040 Contractual Services to the CIFD General Fund Programs Fund No. 65P, Department 21, Account No. 21W224 RepresentLA – Los Angeles Justice Fund, for the development and implementation of RepresentLA activities;
4. Upon execution of the MOU, authorize the General Manager, or designee of the CIFD to disburse funds to the DCBA/OIA in the amount of \$4.0 million to support affirmative immigration relief, community support (education and outreach), and veterans outreach/supportive services in accordance with the terms set forth in the MOU; and,
5. Authorize the City Administrative Officer, to prepare Controller instructions and/or make technical adjustments that may be required to implement the actions approved by the Mayor and Council on this matter and authorize the Controller to implement these instructions.

## **SUMMARY**

On May 10, 2022, Council adopted an Amending Motion (De Leon - O'Farrell/Krekorian – Rodriguez- Martinez) relative to the conclusion of the Los Angeles Justice Fund (LAJF) Pilot Program and adoption of a new program framework (C.F. 17-0046-S2). The City Administrative Officer (CAO) and the Chief Legislative Analyst (CLA) were instructed to report back on the status of the following: LAJF Pilot Program closeout activities and disposition of outstanding cases; related actions to establish and implement the new program, RepresentLA; incorporation of City priorities into the Memorandum of Understanding (MOU) with the County of Los Angeles (County); identification of other funding sources; and options for a unilateral City legal immigrant services framework. This Report provides information on the establishment of the RepresentLA Program framework and related actions for implementation.

The new program, RepresentLA, is based on a four-pillar framework in partnership with the County of Los Angeles (DCBA-OIA), the City of Los Angeles (City), the California Community Foundation (CCF), and the Weingart Foundation (Weingart).

### Los Angeles Justice Fund Pilot Program

Launched in late 2017, the LAJF Pilot Program was a two-year public-private partnership of pooled support (\$7.9 million) formed between the City, the County of Los Angeles, and two philanthropic partners, the California Community Foundation (CCF) and the Weingart Foundation (Weingart); establishing a legal defense fund to strengthen and expand access to legal representation for Los Angeles immigrants facing deportation. Pursuant to a motion (C.F. 17-0046), the City approved a commitment of \$2.0 million towards this fund. The City's \$2.0 million contribution, in partnership with the County of Los Angeles (\$3.0 million) and several area philanthropic organizations (\$2.9 million), established a \$7.9 million legal fund at the CCF. The LAJF monies were allocated as follows: direct legal representation (\$5.5 million), capacity building activities and expansion of pro bono legal services (\$1.32 million), administrative support (\$650,000) and an unallocated reserve (\$425,000) to address any ongoing or open LAJF cases at grant term end. The Vera Institute provided data collection and program evaluation.

In 2020-21, the City provided bridge funding of \$1.0 million through June 30, 2021 to allow the 11 LAJF legal service providers to transition and/or close out active cases and implement actions to sunset the LAJF Pilot Program. Council subsequently approved a no-cost extension period through June 30, 2022 for seven of the 11 providers to close out any remaining cases and fully expend their funds. Final evaluation reports were provided by the University of Southern California, Equity Research Institute (ERI) for the Final Bridge Funding Report (September 2021) and CCF for the No-Cost Extension Year Final Closeout Report (October 2022).

LAJF Investments by Funding Source and Period as of June 2022:

Funding Source	Disbursement October 2017	Disbursement 2019-2020	Disbursement December 2020	Total
City	\$ 1,905,000	\$ 95,000	\$ 1,000,000	\$ 3,000,000
County	\$ 2,685,000	\$ 315,000	\$ 1,000,000	\$ 4,000,000
Philanthropy	\$ 2,685,000	\$ 1,733,000	\$ 441,875	\$ 4,859,875
Total:	\$ 7,275,000	\$ 2,143,000	\$ 2,441,875	\$11,859,875

Source: California Community Foundation

According to the CCF's No-Cost Extension Year Final Closeout Report (Attachment 1), the LAJF Pilot Program processed a cumulative total of 2,330 legal screenings and accepted 756 cases for legal representation. Of the seven grantees that received no-cost extensions, 299 cases remained active. Based on case numbers from the ERI's Final Bridge Funding Report from September 2021, it was previously projected that approximately 130 of the active cases at the end of the bridge year

CAO File No.	PAGE
0220-05357-0008	4

were removal defense cases, which are eligible to be transferred into the new RepresentLA Program. This number may further decrease due to additional cases that have closed since then as well as ongoing cases that have concluded removal proceedings but still require other legal services.

Removal defense cases include the following:

1. Representation in active removal proceedings until a decision (including administrative closure) is made by the immigration judge.
2. A motion to reopen from the time of case acceptance until the immigration judge renders a decision.
3. An appeal before the Board of Immigration Appeals and federal courts.
4. Post-conviction relief representation for an individual with a final order of removal.
5. A petition seeking Special Immigrant Justice Status (SIJS) findings in any state court and, if the court issues a predicate order, the corresponding I-360 filing within the United States Citizenship and Immigration Services (USCIS).
6. Representation to facilitate the return to the United States of a deportee who previously resided or intends to reside in Los Angeles County.

Organizations with active LAJF cases have continued to monitor and/or provide legal support, and many are either leveraging funds from other sources or seeking additional funding opportunities through other programs. Legal service providers that are selected to receive funding under RepresentLA may continue representing existing LAJF cases, but they must be active removal defense cases. Organizations will also be required to take on additional cases.

## **Establishment and Implementation of Represent LA**

The LAJF partners worked with a consultant, Grantmakers Concerned with Immigrants and Refugees (GCIR), to evaluate the LAJF Pilot Program and assess the feasibility of setting up the framework for a comprehensive, sustainable and inclusive program to provide immigrants and their families with immigration legal representation, wraparound support services, and robust case management. The resulting Report titled the *Los Angeles Immigrant Community Legal Defense Program*, outlined a proposed Immigrant Legal Services framework (Program) comprised of four components or pillars: 1) Detained Removal Defense; 2) Non-Detained Removal Defense; 3) Community Education, Engagement and Partnership; and 4) Earned Affirmative Immigration Benefits. The Program also included five core elements:

- Designation of one or two lead organizations to centralize coordination and maximize system-wide efficiencies;
- Multi-year, sustainable, and performance-based budgeting goals;
- Create uniform eligibility guidelines that promote equity and efficiency;
- Streamlined data collection, performance metrics and reporting requirements; and,
- Multiple and sustainable funding streams.

CAO File No.	PAGE
0220-05357-0008	5

Subsequent to the adoption of the proposed framework, the LAJF partners proceeded to collaborate in the development of the new program, RepresentLA, with the goal of providing immigrants and their families with equitable, comprehensive, and sustainable immigration legal representation, case management, outreach and education, and linkage to wraparound support services. There has been significant progress made in developing the four program pillars including the development and issuance of various solicitations for the selection of a lead organization for program administration; data collection, program evaluation, and performance metrics; and sub-grantees (removal defense legal services and affirmative immigration benefits).

### Solicitations for Program Administrator, Data Collection/Evaluation, and Sub-Grantees

DCBA-OIA, acting as lead, worked with RepresentLA partners to develop and implement a bid process for competitive or sole source solicitations for the following program components: 1) a lead organization for program administration, 2) data collection, evaluation services, and performance metrics, and 3) sub-grantees.

#### *Lead Organization for Program Administrator*

On October 5, 2021, the County issued a Request for Interest (RFI) to identify local agencies or organizations with the capacity and experience to lead a comprehensive immigration services program with linkages to wraparound services for clients and their families that would include coordination of both legal and non-legal services under four distinct, but interconnected pillars. The County conducted a Question and Answer Session (October 21, 2021), prior to the submission deadline of October 29, 2021. A total of four proposals were received by the deadline, reviewed, and discussed by the RepresentLA partners. A determination was made to interview all four organizations (The Coalition for Humane Immigration Rights, Immigrant Defenders, El Rescate, and Mexican American Opportunity Foundation) based upon an agreed set of criteria, interview questions, and scoring rubric. The interview process resulted in the selection of The Coalition for Humane Immigration Rights (CHIRLA) as the program administrator for RepresentLA. DCBA-OIA executed a Delegated Authority Agreement (DAA) with CHIRLA on April 8, 2022.

CHIRLA proposed sharing some of the administrative responsibilities and functional implementation of the four program pillars with two lead sub-contractors. In consultation with DCBA-OIA and concurrence of the RepresentLA partners, CHIRLA executed lead sub-contracts with Immigrant Defenders (ImmDef) and Central American Research Center (CARECEN) in November 2022. ImmDef will oversee detained and non-detained removal defense efforts while CARECEN will oversee affirmative immigrant relief benefits representation. In addition to overall program administration, CHIRLA will also manage RepresentLA's efforts for community support.

CAO File No.	PAGE
0220-05357-0008	6

### *Data Collection, Program Evaluation, Performance Metrics*

On July 27, 2021, the County Board of Supervisors delegated authority to DCBA-OIA to enter into contracts to implement the program, including program evaluation. Under that delegated authority, DCBA-OIA entered into negotiations with the University of Southern California Equity Research Institute (ERI) to serve as the program evaluator and executed a DAA with ERI on August 9, 2022. DCBA-OIA kept the partners informed about this process through weekly check-in meetings and distribution of a statement of work to ensure that the evaluator would meet the needs of the funding partners.

DCBA-OIA selected ERI based on their familiarity with the program and their data analysis expertise involving immigrant communities in Los Angeles, where ERI is widely considered the leading authority. ERI developed the [California Immigrant Data Portal](#), a resource and progress tracker for those serving immigrant communities. This tool presents data (including sub-county level data) and case studies to better understand and promote the well-being of immigrants, their families, and their communities. The portal has received accolades locally and nationally and is considered the gold standard for data to understand immigrant integration. ERI also produces an annual [State of Immigrants in Los Angeles](#) report, and various other [reports](#) such as the *State of Black Immigrants in California* that demonstrates their expertise on the diverse immigrant communities in California and Los Angeles. ERI provided evaluation [reports](#) for the bridge funding phase of the L.A. Justice Fund Pilot, including a final pilot program report. Given this combination of data analysis and expertise regarding Los Angeles immigrant communities, and their understanding of the LAJF pilot, DCBA-OIA determined, with the partners' concurrence, that ERI is uniquely positioned and the preferred entity to serve as program evaluator for RepresentLA.

CHIRLA initially developed a secure online portal and, with input from ERI, finalized the system to ensure secure collection of all required data and materials relative to staffing, legal services performed by the subcontractors, and number of participants and demographic data for program management, analysis, and evaluation; data and financial reporting and invoicing; and submission and acceptance of referrals within the RepresentLA closed-loop referral system. Selected organizations will be required to utilize the online portal as well as the closed-loop referral system to ensure that all cases are recorded and tracked. Cases obtained through other means outside of the closed-loop referral system will need to be first communicated with the lead subcontractor and then recorded in the online portal system. The RepresentLA partners were invited to view a demonstration of the online portal. All RepresentLA contractors, subcontractors, and sub-grantees will receive training on the portal.

### *Detained and Non-Detained Removal Defense Representation*

DCBA-OIA established the selection criteria for all legal service provider subcontractors in its DAA with CHIRLA. DCBA-OIA worked closely with CHIRLA and ImmDef to develop and release the RFP for legal services. Selected legal service providers will engage in a merits-blind removal

CAO File No.	PAGE
0220-05357-0008	7

defense representation. Representation will be provided regardless of prior criminal history or the likelihood of obtaining immigration relief. Subcontractors will provide legal representation to individuals who meet the following eligibility criteria:

1. Persons subject to immigration removal proceedings, or those with a final order of removal;
2. Reside or intend to reside in the County of Los Angeles; and
3. Household income falls below 250% of the Federal Poverty Level.

CHIRLA released an RFP to provide legal services to individuals in removal proceedings on June 23, 2022, followed by an Information Session on June 27, 2022 and a submission deadline of July 15, 2022. A total of 11 proposals were received. CHIRLA developed an application review rubric based on selection criteria prescribed by DCBA-OIA and included in the DAA. The submissions were scored under that rubric and underwent a final review by four CHIRLA staff and four ImmDef staff, resulting in the recommendation of the following five organizations: Council on American-Islamic Relations (CAIR) Los Angeles, Los Angeles LGBT Center, Public Counsel, TransLatin@ Coalition, and the University of Southern California (USC) Immigration Center. Additionally, CHIRLA, ImmDef and CARECEN will also provide direct legal services and manage client caseloads.

#### *Affirmative Immigration Benefits Representation*

DCBA-OIA worked with CHIRLA and CARECEN on the RFPs for affirmative legal representation services in the following areas: Affirmative Asylum, Special Immigrant Juvenile Status (SIJS), and Labor Trafficking. The RFP for Affirmative Asylum was issued on November 4, 2022 followed by the RFPs for SIJS and Labor Trafficking on November 15, 2022. An information session for Affirmative Asylum was held on November 9, 2022 with a submission deadline of November 21, 2022, and a separate information session was held for the SIJS and Labor Trafficking RFPs on November 29, 2022 with a submission deadline of December 6, 2022. A total of 15 submissions were received for all three RFPs. The process of review and final selection resulted in the following recommendations:

Affirmative Asylum: Al Otro Lado

Affirmative Special Immigrant Juvenile Status (SIJS): Esperanza Immigrants Rights Project

Affirmative Labor Trafficking: Thai Community Development Center (CDC)

CHIRLA and CARECEN are also providing affirmative benefits representation to immigrants experiencing homelessness or at risk of homelessness.

#### *Community Engagement, Education, and Support*

The efforts to develop the pillar for community engagement, education, and support is ongoing and will be shared at a future date.

CAO File No.	PAGE
0220-05357-0008	8

## City – County Memorandum of Understanding

In order to reflect the program priorities of RepresentLA, City and County staff worked together on drafting a Memorandum of Understanding (MOU) to reflect the program priorities of both parties. Council directed the CAO and CLA to incorporate the following priorities into the MOU:

- Allocation of City funds to Affirmative Immigration Benefits and Community Support (engagement, education, and outreach);
- \$250,000 sub-allocation for Veterans Outreach and Supportive Services; and,
- Enhanced outreach to Black and Indigenous immigrants.

The CLA, with participation by the Community Investment for Families Department (CIFD), engaged in discussions with the County DCBA-OIA regarding the allocation of City funds for veterans of the U.S. Armed Forces and the possible services that could be provided to them through the Program. The County indicated that most veterans of the U.S. Armed Forces facing deportation or removal proceedings have criminal backgrounds and are relocated to immigration detention facilities outside of Los Angeles County or the U.S., posing challenges for the Program to deliver services to this unique population. Additional research is required to identify the service need of this population, as well as organizations that work with this population that can be included in the Program as subcontractors, especially in regards to education and outreach. Therefore, the following language was included in the City-County Memorandum of Understanding (Section I, A, iii):

*“DCBA-OIA, through its Program Administrator, Program Evaluator, and/or Philanthropic partner(s) shall conduct research (directly or through a third-party consultant) to determine how the Program can best support veterans of the U.S. Armed Forces who reside or intend to reside in the City of Los Angeles. Research may include surveys and/or meetings with service providers and stakeholders to identify service solutions for this population. The Program Administrator, Program Evaluator, and/or Philanthropic partner(s) shall submit a report within six (6) months of the execution of this MOU, including recommendations on how to allocate \$250,000 of City Funds for education and outreach to this population. If it is determined unfeasible, the \$250,000 allocation of City Funds may be reallocated to community support and affirmative immigration relief support, upon mutual agreement by both Parties; however, these funds may not be used for legal representation in removal proceeding/removal defense.”*

To ensure the inclusion of Black and Indigenous immigrants in the RepresentLA Program, the DAA between the County and the lead organization, CHIRLA, includes the following language under the Partner Recruitment section, pertaining to oversight that will be provided by the Program’s Community Advisory Group:

2.3.4 CONTRACTOR shall ensure that the Community Advisory Group conducts regular meetings and carries out necessary activities to:

2.3.4.1 Ensure that voices of diverse and underserved communities are heard, including community members who are directly impacted by immigration enforcement, and make Program recommendations to address concerns of those communities.

The City-County MOU for the RepresentLA Program includes language relative to the City's allocation of \$4.0 million (2021-22 and 2022-23 Budgeted Funds) to the Community Support and Affirmative Immigration Relief Representation pillars of the Program. A breakdown of the allocation of City funds is outlined in the Budget Detail below:

**EXHIBIT A – BUDGET DETAIL**

<b>Budget Detail</b>	
<b>Cost Category</b>	<b>Budget Amt.</b>
<b>Affirmative Immigration Relief Representation and Community Support</b>	\$3,750,000
<b>Veterans Support</b>	\$250,000
<b>Total</b>	<b>\$4,000,000</b>

As the City's new administrator of the RepresentLA Program, the CIFD requests authority to execute the MOU between the City and the County of Los Angeles to provide immigrant legal services, affirmative immigration benefits representation, and community support in accordance with the priorities outlined in the MOU, for a three-year term effective from the date of execution, with the option to renew for two additional one-year terms, and commensurate with the ongoing implementation, administration, and oversight of the RepresentLA Program under the existing Program framework while both parties continue to provide funding (Attachment 2).

**Unilateral Implementation of a City Immigrant Legal Services Framework**

The Amending Motion also included a request from Council to report on options to unilaterally implement a City immigrant legal services framework, including critical wrap-around services based on the Council's priorities, such as housing for unaccompanied minors, access to healthcare services, and job preparedness programs, and release a separate procurement process; and complete the disposition of existing LAJF cases.

Prior to 2017, the City of Los Angeles did not provide immigrant legal services benefits or programs, as immigration-related issues were considered the purview of the federal government. The City's partnership with the County and philanthropic partners to establish the LAJF in 2017 was the first of its kind to support immigrant legal services in the City, in response to increased immigration enforcement and deportations in the region by federal agencies. The LAJF aimed to provide qualified legal representation to ensure fair treatment and due process for undocumented residents,

including undocumented parents of minors who are American citizens, and individuals eligible for Deferred Action for Childhood Arrivals (DACA).

The 2022-23 Adopted Budget included an instruction for the CIFD to assume the administration of the Justice Fund and allocated \$200,000 for contractual services with the Mayor’s Office of Immigrant Affairs to administer and fund programs and inclusive initiatives to integrate immigrants and refugees into their communities. During the 2022-23 Budget Hearings, the CIFD requested an additional \$200,000 for contractual services to implement a coordinated, broad scale effort to provide community outreach, education, and immigration services to advance immigrant integration, which was not added by Council. In September 2022, the CIFD posted a Senior Project Coordinator (SPC) position and a Management Analyst (MA) position to be assigned to the Office of Immigrant Inclusion and Language Access, within the Program Operations Division of the department to expand programs for immigrant constituents. The SPC position was filled on January 15, 2023 but the MA position is still vacant. The CIFD is requesting three additional MA positions to address language access needs (C.F. 22-1262).

The CIFD currently provides a portfolio of programs and services to assist low-income residents in the City, regardless of their immigration status, through 16 FamilySource Centers (FSC). The following table shows all of the programs offered by the CIFD through the FSCs (highlighted programs provide the services that reflect the Council’s priorities in the following chart:

**FamilySource Center Core Service Requirements**

Required Goals/Core Services	FamilySource Center
Minimum # of Customers to be served	2500 Unduplicated Customers (of which 100 will receive financial coaching)
<b>Multi-benefit Screening</b>	<b>Required</b>
Information & Referral	Required
Case Management/Intensive Services	Required
<b>Pre-Employment/Employment Support</b>	<b>Required</b>
<b>Immigration Services</b>	<b>Required</b>
Child Care	Required
Parenting Classes	Required
Financial Empowerment & Asset Building (Money Management/Individual Development/Financial Coaching/Tax Preparation Services)	Required
<b>Adult Education (Basic Skills Remediation training, High School Diploma Preparation &amp; ESL)</b>	<b>Required Leveraged Resource</b>

<b>Computer Literacy</b>	<b>Required</b>
Tutoring & College Corner (Youth)	Required
Transition to MS and HS Workshops	Required
Mentoring (Youth)	Required
Youth Leadership	Required
Dropout Prevention and Recovery/ College Access Activities	Required
Arts and Cultural Education (Youth)	Required
<b>Housing Services and Homeless Services (coordinated with LAHD Housing Programs)</b>	<b>Required</b>
<b>Supportive Services</b>	<b>Required</b>
Mental Health Counseling	Required
Legal Services	Optional
Services for Persons with Disabilities	Required
Food Pantry (on-site)	Required

The combination of services available through the RepresentLA Program and offered by CIFD through the FSCs cover most of the Council’s priorities, including housing and job preparedness assistance, but does not include assistance with accessing healthcare. State-level efforts to offer expanded healthcare access may soon address this service gap. As part of the Governor’s May 2022 Update to the State budget, Governor Newsom allocated funding to expand the State’s Medi-Cal program to offer State-subsidized health insurance to all residents, including undocumented immigrants, regardless of age. It is expected to take effect on January 1, 2024.

### **Monitoring of Legislation and Funding Opportunities**

Both the CAO and the CLA routinely monitor legislation as well as federal and state grant opportunities and potential private sector funding in order to expand Represent LA’s baseline program budget. Additionally, our philanthropic partners and DCBA-OIA are proactively seeking out potential sources of funding support or active participation in Represent LA.

#### *Federal*

A number of Acts and Bills from the 117th Congress aiming to provide protections from deportation for noncitizen veterans failed to pass before January 2023. As of March 2023, no new bills with similar intent have been introduced in the House or Senate by the 118th Congress.

CAO File No.	PAGE
0220-05357-0008	12

In July 2021, the Departments of Homeland Security and Veterans Affairs launched the Immigrant Military Members and Veterans Initiative (IMMVI) to support President Biden’s Executive Order 14012, ‘Restoring Faith in Our Legal Immigration Systems and Strengthening Integration and Inclusion Efforts for New Americans.’ IMMVI provides immigration assistance and resources to deported and detained noncitizen service members and their immediate family members. As of February 2023, the program has assisted over 65 deported veterans to return to the United States.

### State

The State of California has made efforts to support immigrant services through five programs offered through the California Department of Social Services (CDSS):

1. Immigration Services Funding
2. Unaccompanied Undocumented Minors
3. DACA and Naturalization Filing Fees
4. Immigration Legal Fellowship Project
5. Afghan Integration and Resettlement Services Project

The two programs that provide resources for legal representation services for individuals at risk of deportation are the Immigration Services Funding - Removal Defense and Unaccompanied Undocumented Minors programs. CDSS announced the availability of \$22.5 million for FY 2022-2024 for the Immigration Services Funding - Removal Defense program. The funding was awarded to qualified nonprofit organizations that serve immigrants who reside in the State of California, including 26 organizations in LA County, through a request for applications process that closed in November 2022. CARECEN, a subcontractor for the RepresentLA Program, was awarded \$1.9 million for FY 2021-22 and was eligible to apply for a funding renewal for 2022-23. CHIRLA, RepresentLA’s program administrator, was awarded \$472,539 as an Immigration Services Funding Program Administrator in 2021-22 and was also eligible to apply for a funding renewal for 2022-23.

CDSS’ Unaccompanied Undocumented Minors (UUM) program offers assistance and pro bono removal defense services to unaccompanied and undocumented minors. CDSS announced the availability of \$4.2 million in FY 2022-23 for the UUM Legal Services Funding Program and \$2.9 million to assist unaccompanied, undocumented minors in the physical custody of the federal Office of Refugee Resettlement (ORR) in California or residing with a family member or other sponsor in California after release from ORR custody. Funding is awarded to qualified nonprofit legal services organizations that provide legal services to eligible unaccompanied undocumented minors. In July 2022, CDSS transitioned the UUM program from a two-year grant to a five-year grant, for a performance period from July 1, 2022 through December 31, 2028. New organizations wishing to participate in the program must apply during the next open grant cycle in FY 2027-28.

CAO File No.	PAGE
0220-05357-0008	13

## **FISCAL IMPACT STATEMENT**

Approval of the recommendations stated in this report will not result in a General Fund impact. The City's funding commitment of \$4.0 million was authorized under previous Council determinations during the budget process.

## **FINANCIAL POLICIES STATEMENT**

The recommendations in this report comply with the City's Financial Policies in that determination for expenditure of this priority program were made against current revenue sources for Fiscal Years 2021-22 and 2022-23, and were not dependent upon uncertain reserves or fluctuating prior-period cash balances. The disbursement of the funds was contingent upon execution of the MOU between the City and the County.

*MWS:DP:CLF:02230067c*

Attachments: 1. Los Angeles Justice Fund No-Cost Extension Year Final Close-Out Report  
2. Memorandum of Understanding between the City of Los Angeles and Los Angeles County Department of Consumer and Business Affairs to Provide Immigrant Legal Services Funding

# **Los Angeles Justice Fund No-Cost Extension Year Final Close-out Report**

Report on Los Angeles Justice Fund Activities:  
January 2022 to June 2022

Prepared By The California Community Foundation  
For the: City of Los Angeles, County of Los Angeles & Weingart Foundation

October 4, 2022





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## TABLE OF CONTENTS

TABLE OF CONTENTS.....	3
TABLE OF FIGURES.....	4
EXECUTIVE SUMMARY .....	5
INTRODUCTION.....	7
<b>LAJF Investments Breakdown by Funder .....</b>	<b>8</b>
<b>LAJF Data Collection, Research and Evaluation.....</b>	<b>8</b>
Vera Institute of Justice.....	8
Nonprofit Finance Fund (NFF) .....	9
Grantmakers Concerned with Immigrants and Refugees (GCIR) .....	9
USC Equity Research Institute .....	10
California Community Foundation.....	10
<b>FINAL SUMMARY OF GRANTEE NO-COST EXTENSION REPORTS .....</b>	<b>11</b>
<b>No-Cost Extension Grantee Fund Balances as of June 30, 2022 .....</b>	<b>14</b>
<b>Program Outcomes.....</b>	<b>15</b>
<b>CONCLUSION .....</b>	<b>20</b>
<b>Attachment A: Status of Cases by Grantee and Funding Source, as of June 2022* .....</b>	<b>22</b>
<b>Attachment B: All LAJF Grantees and Grant Totals .....</b>	<b>23</b>
<b>Attachment C: Population to be Served under the LAJF .....</b>	<b>24</b>
<b>Attachment D: LA County Residency Guidance .....</b>	<b>27</b>
<b>Attachment E: LA County Family Separation Minimum Eligibility Criteria.....</b>	<b>28</b>
<b>Attachment F: Application of Criminal Waiver for City of Los Angeles .....</b>	<b>29</b>
<b>REFERENCES .....</b>	<b>30</b>



# TABLE OF FIGURES

**Table 1: LAJF Investments by Funding Source and Period, as of June 2022 .....8**

**Table 2: LAJF Grant Balances by Funding Source and Grantee, as of August 2021 ..... 11**

**Table 3: Length and Expiration Date of No-Cost Grant Extension (GE) by Grantee, as of August 2021 .....12**

**Table 4: LAJF No Cost Extension Mid-Year Update of Grant Balances by Funding Source and Grantee, as of December 2021 ..... 12**

**Table 5: LAJF No Cost Extension Grant Balances by Funding Source and Grantee (7), as of June 2022..... 14**

**Table 6: Cumulative Total Number of Legal Intakes and Cases Represented by LAJF by period, as of June 2022 ..... 15**

**Table 7: Total Number of Legal Intakes by Grantees (7) between September 2021-June 2022..15**

**Table 8: Cumulative Total Number of Cases Represented by Grantees (7) Through LAJF by Time Period ..... 16**

**Table 9: Cumulative Totals on Closed and Active LAJF Cases by (7) Grantees, as of June 2022 16**

**Table 10: Cumulative Total Number of Closed and Active LAJF Cases for Grantees who received No-Cost Extensions, as of June 2022 ..... 17**

**Table 11: Cumulative Total Number of Grantees (5) Active Cases by Funding Source, as of June 2022..... 17**

**Table 12: Cumulative Total Number of Grantees’ Closed Cases by Funding Source, as of June 2022..... 18**

**Table 13: Cumulative Total Number of Closed and Active LAJF Cases by Funding Source for Grantees (5) with No-Cost Extensions, as of June 2022..... 18**

**Table 14: Anticipated Change in the Number of Cases after June 2022 ..... 19**

**Table 15: Estimated Number of Adult and Children Clients Represented by LAJF for Grantees (5) with No-Cost Extensions, as of June 2022 ..... 19**

**Table 16: Estimated Cumulative Number of Black Immigrants Represented by LAJF Grantees (5) with No-Cost Extensions, as of June 2022 ..... 19**

## EXECUTIVE SUMMARY

As the fiscal and program administrator for the Los Angeles Justice Fund, the California Community Foundation is pleased to submit this final no cost-extension and close-out report to the City and County of Los Angeles. This report is an extension of the [USC Equity Research Institute's Los Angeles Justice Fund: Final Bridge Funding Report \(2021\)](#) submitted on September 7, 2021 and is designed to provide cumulative case activity and final progress made by seven (7) LAJF grantees requesting no-cost extensions to complete their grant agreements and fund balances by June 30, 2022<sup>1</sup>.

The Los Angeles Justice Fund (LAJF) was created in 2017 in partnership with the City of Los Angeles, Los Angeles County, the Weingart Foundation, and the California Community Foundation (CCF), to lay the groundwork for a countywide safety net for immigrant Angelenos and their families facing removal proceedings due to a broken immigration system. Since its establishment, the LAJ has accomplished its objectives of: 1) ensuring access to due process for the most vulnerable community members by surpassing its goal of providing legal representation to a minimum of 500 vulnerable residents; 2) building and strengthening the removal defense capacity of the legal services infrastructure in the City and County of Los Angeles; 3) enhancing impact to maximize support for immigrants via public-private partnership investments; and 4) learning best practices for sustainable investments in deportation defense.

Below are key accomplishments from the pilot program gathered over the program's lifetime and assessments conducted by research partners including the Vera Institute of Justice, the USC Equity Research Institute, the Nonprofit Finance Fund and CCF LAJF grantee reports.

- **Since its establishment, the LAJF has built a critical deportation defense infrastructure in organizations serving diverse immigrant populations across Los Angeles City and County.** Despite the complexity of deportation cases and policies, coupled with the multi-layered challenges immigrant rights legal service providers faced as a result of the pandemic and uncertainty of funding, the Fund strengthened L.A. City and County's safety net by:
  - Screening at minimum **2,208 individuals** for available legal remedies and accepting an estimated **756 cases** for representation since the fund's start. Additionally, grantees **completed 90 clients' cases during the pilot phase**, as well as **4 cases during the mid-year bridge funding phase, all of which resulted in a positive outcome.** LAJF grantees also represented some of the most vulnerable immigrants who would not have otherwise had access to representation, including Black immigrants. Grantees estimate that **37 Black immigrants were represented through LAJF<sup>2</sup>.**
  - As a result of LAJF funding, access to free attorneys experienced in deportation defense has grown exponentially from what was previously just a handful of attorneys available to Los Angeles residents. The LAJF investment has allowed area organizations to support an estimate of **114 funded and non-funded staff** working on LAJF cases, including 41 funded staff (29 attorneys and 12 additional staff positions with full or partial funding); 48 non-funded staff (an additional 22 attorneys and 26 staff positions) who have

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<sup>1</sup> Of the seven (7) grantees with no cost extensions, two (2) grantees ended their no-cost extension and fund balances as of December 31, 2022<sup>1</sup> and five (5) as of June 30, 2022.

<sup>2</sup> Gonzalez, Dalia, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Safeguarding the Safety Net for L.A. City and County's Immigrant Communities](#). USC Dornsife Equity Research Institute.

been leveraged through in-kind support or other funding sources, and 25 pro bono (volunteer) attorneys at external organizations<sup>3</sup>.

- LAJF also had clear successes for immigrant families. For immigrants, whose cases remain active or whose outcome was favorable, the fact that these individuals were legally represented, and were able to remain united with their families and communities, while navigating a challenging process, is a success in and of itself. The effects of immigration enforcement, and alternately, the benefits of an investment in representation through LAJF, extend beyond clients to their families and social networks.<sup>4</sup> We know this to be true since across L.A. County, 18 percent of Angelenos are undocumented or live with someone who is undocumented. In addition to family separation, deportations have drastic economic impacts for immigrant families. Among all households with an undocumented family member, 49 percent of the aggregate household income comes from those undocumented wage earners, meaning families could have been plunged further into poverty during an already economically uncertain time.<sup>5</sup>

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<sup>3</sup> Vera Institute of Justice. 2020. [Los Angeles Justice Fund: Year 2 Evaluation, Impact Evaluation Report of the Los Angeles Justice Fund through March 2020](#).

<sup>4</sup> Ibid., 8.

<sup>5</sup> Gonzalez, Dalia, Aryah Somers Landsberger, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Final Bridge Funding Report](#). USC Dornsife Equity Research Institute.

## INTRODUCTION

Launched in 2017 as a pilot, public-private partnership between the City and County of Los Angeles, the Weingart Foundation and the California Community Foundation, the Los Angeles Justice Fund (LAJF) laid the groundwork for a county-wide safety net for immigrants facing removal proceedings, delivering high-quality legal representation and strengthened the immigration legal services infrastructure for the region. As emphasized in the USC Equity Research Institute's (ERI)<sup>6</sup> report, the LAJF has accomplished its objectives of:

1. Ensuring access to due process for the most vulnerable community members by surpassing its goal of providing legal representation to a minimum of 500 vulnerable residents.
2. Building and strengthening the removal defense capacity of the legal services infrastructure in the City and County of Los Angeles.
3. Enhancing impact to maximize support for immigrants via public-private partnership investments
4. Learning best practices for sustainable investments in deportation defense.

Throughout the life of the program, a total of 16 grantees received funding support (11 for direct legal representation, 5 for capacity building & technical support).<sup>7</sup> The LAJF pilot included a total investment of **\$11,864,917.61**: \$4M from County, \$3,005,042.11 from City and \$4,859,875.50 from philanthropy.

As a public-private partnership, funds were used according to their restrictions. Direct representation cases are funded primarily with public dollars and capacity building, technical support and non-direct legal services were supported with philanthropic dollars. As such, below is a breakdown of funding by category.

Capacity building, training, TA support, pro-bono coordination	\$1,445,000.00
Legal representation <sup>8</sup>	\$9,373,0000
Research, data collection, evaluation (Vera, USC Equity Research Institute, Nonprofit Finance Fund and GCIR) <sup>9</sup>	\$991,875.50
Total administrative fee for CCF to manage program (City-\$25,042.11; County-\$30,000) <sup>10</sup>	\$55,042.11

<sup>6</sup> Gonzalez, Dalia, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Safeguarding the Safety Net for L.A. City and County's Immigrant Communities](#). USC Dornsife Equity Research Institute.

<sup>7</sup> The first set of LAJF grantees included in December 2017 included support for NDLO; however, given the rapidly changing policy landscape and LAJF program ramp-up, the organization had a difficult time finding qualified attorneys to staff up and decided to withdraw from the program.

<sup>8</sup> See Attachments C-F for an overview population served under the LAJF.

<sup>9</sup> With Vera Institute of Justice's contract ending, CCF commissioned Bitstein, Inc. to support CCF and USC ERI with data collection analysis during the Bridge Funding year.

<sup>10</sup> The City of LA and County of LA contract allowed up to 1% of first two allocations for CCF program administration. As approved by City of LA, CCF's net investment earnings accrued as a result of interest from fund balance (\$5,042.11) was used for additional program administration. Total program administration charged was less than 1% of total funder allocation.

## LAJF Investments Breakdown by Funder

**Table 1: LAJF Investments by Funding Source and Period, as of June 2022**

Funding Source	Disbursement Oct. 2017	Disbursement 2019-2020	Disbursement Dec. 2020	Net Investment Earnings	Total
City	\$1,905,000	\$95,000	\$1,000,000	\$5,042.11	\$3,005,042.11
County	\$2,685,000	\$315,000	\$1,000,000	\$22,298.48*	\$4,000,000.00
Philanthropy (CCF & Weingart Foundation)	\$2,685,000	\$1,733,000	\$441,875.50	N/A	\$4,859,875.50
<b>Total</b>	<b>\$7,275,000</b>	<b>\$2,143,000</b>	<b>\$2,441,875.50</b>		<b>\$11,864,917.61</b>

*Note: \*The City of LA and LA County contract allowed up to 1% of the first two allocations of the LAJF to be used for CCF program administration. As approved by City of LA, CCF may use no more than 1% of City Funds to pay for CCF administrative costs and indirect costs and no more than 5% to pay for the costs of conducting the independent program evaluation. For the County of LA, CCF may use no more than 1% of the funds to pay for administrative costs and indirect costs.*

*CCF's net investment earnings accrued from interest of the City's fund balance was \$5,039.05, and the County's was \$22,298.48. (Of this amount and with approval from the City of LA, the City's fund balance from net earnings was used for additional program administration related expenses. As requested by the County of LA, CCF's net investment earnings (\$22,298.48), accrued as a result of interest from County's fund balance, will be returned to County of LA.) The total program administration charged to City of LA was \$25,042.11 and the total program administration charged to the County of LA was \$30,000.*

Source: Grant balances provided by CCF as of June 2022. Please note that this table indicates unaudited totals.

## LAJF Data Collection, Research and Evaluation

From the program's inception, LAJF investments were guided and informed by robust research and evaluation including:

### Vera Institute of Justice<sup>11</sup>

- Monthly data collection from LAJF grantees and quarterly reports summarizing case activity which resulted in quarterly reports to LAJF funding partners
- [Vera Institute of Justice \(2019\), Year 1 Implementation Evaluation](#): Focused on the implementation of the first year of program to determine whether activities in the LAJF have been employed as intended. The implementation evaluation measured performance in the domains of program design, capacity building, hiring, and staffing, building, and launching a program, and service utilization—the necessary activities that dominate the first year of a new program.
- [Vera Institute of Justice \(2020\), Year 2 Implementation Evaluation](#): Included a summative evaluation report that assessed LAJF program impact more broadly, including any changes in program activities between the first and second years, and the full scope of

<sup>11</sup> Vera Institute of Justice. 2019. *Los Angeles Justice Fund: Year 1 Implementation Evaluation, Implementation Evaluation Report of the Los Angeles Justice Fund through December 2018*.

Vera Institute of Justice. 2020. *Los Angeles Justice Fund: Year 2 Evaluation, Impact Evaluation Report of the Los Angeles Justice Fund through March 2020*.

impacts representation achieved.

### **Nonprofit Finance Fund (NFF)<sup>12</sup>**

- CCF commissioned the Nonprofit Finance Fund (NFF) to gain a better understanding of the financial infrastructure of legal services providers working in removal defense under the Los Angeles Justice Fund. The [Los Angeles Justice Fund: Lessons and Recommendations from the Pilot Program](#) report by Garg et al. (2019) was developed separate from and to complement to the reports by the Vera Institute of Justice. The information included in the NFF report provided funders with additional background on the full costs and unfunded costs of direct representation and provided recommendations on how funders can support direct representation service providers. Findings in this report were meant to elevate learnings from participating organizations, reveal priority needs of direct representation organizations to continue and expand services, and promote opportunities to strengthen a potential and permanent direct representation program via the LAJF.

### **Grantmakers Concerned with Immigrants and Refugees (GCIR)<sup>13</sup>**

- The [Proposal for a Los Angeles Immigrant Community Defense Program](#) by Somers Landsberger, Bartow, and Bau (2020), set forth a four-pillar systemic framework for coordinated strategic investment in the immigrant legal services sector in the City and County of Los Angeles. The report outlined core recommendations for a strategic investment in a proposed Los Angeles Immigrant Community Legal Defense Program (Program) to create a stable infrastructure and funding environment for the delivery of immigration legal services in the detained and non-detained removal defense context, and to provide resources for meaningful community engagement in Program activities. This report built on lessons derived from the Los Angeles Justice Fund (LAJF), a two-year pilot project; outlined various components required to ensure the success of the proposed Program, along with any related efforts that may emerge in the future; and proposed next steps for implementation.
- Multiple, concurrent activities informed the development of the proposed Program, including: (1) conducting interviews and engaging in deep listening with more than 90 individuals, ranging from current LAJF grantees to nonprofit and local government stakeholders to funders; (2) reviewing numerous reports and other documentation connected to the LAJF pilot and conducting additional independent research; and (3) testing out ideas with experts in the field as well as funding partners at the County of Los Angeles, the City of Los Angeles, and private philanthropic institutions.
- The overarching framework set forth in the GCIR report is based on an analysis of the federal system of immigration enforcement as one that adversely impacts Los Angeles' diverse immigrant communities and that tears at the region's social, economic, civic, and cultural fabric. These impacts can only be effectively mitigated by maintaining a well-resourced safety net that aims to protect society's most vulnerable members and in which the efforts of key stakeholders—including legal service providers, advocates, community-based organizations, and relevant city and county agencies—are effectively coordinated to create greater efficiency and economies of scale.

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<sup>12</sup> Garg, Shruti, Evan Ramsey, Chris Lisee, Claire Knowlton, and Tessa Borelli. 2019. [Los Angeles Justice Fund: Lessons and Recommendations from the Pilot Program](#). Nonprofit Finance Fund.

<sup>13</sup> Somers Landsberger, Aryah, Felecia Bartow, and Ignatius Bau. 2020. [Proposal for a Los Angeles Immigrant Community Defense Program](#). Grantmakers Concerned with Immigrants and Refugees.

## USC Equity Research Institute<sup>14</sup>

- [The Los Angeles Justice Fund: Safeguarding the Safety Net for L.A. City and County's Immigrant Communities Report \(2021\)](#) presented case activity from LAJF's mid-year bridge funding phase, framed a broader context for understanding the importance of legal representation, and identified ten key lessons to consider as the continuation of the Fund is assessed.
- [Los Angeles Justice Fund: Final Bridge Funding Report \(2021\)](#) provided context, case activity data for the bridge funding phase of LAJF as requested by the City and County of Los Angeles, and key takeaways to consider with the transition into a new program.

## California Community Foundation

- Over the course of the program, the California Community Foundation submitted quarterly reports capturing grantee case activity, programmatic progress, and fund spenddown to the City of Los Angeles and County of Los Angeles. In addition, during the no-cost extension period, CCF submitted the LAJF No-Cost Extension Mid-Year Report in March 2022 which provided a high-level summary of the status of seven (7) LAJF grantee, no-cost extensions for the reporting period of September-December 2021. Since funding partners did not allocate additional resources to support data collection and evaluation during the no-cost extension year, this LAJF No-Cost Extension Mid-Year and Final Closeout Report serves as an extension of the [Los Angeles Justice Fund: Final Bridge Funding Report \(2021\)](#) which provides limited case activity updates from grantees with approved no-cost extensions.

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<sup>14</sup> Gonzalez, Dalia, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Safeguarding the Safety Net for L.A. City and County's Immigrant Communities](#). USC Dornsife Equity Research Institute.

Gonzalez, Dalia, Aryah Somers Landsberger, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Final Bridge Funding Report](#). USC Dornsife Equity Research Institute.

## FINAL SUMMARY OF GRANTEE NO-COST EXTENSION REPORTS

With the LAJF pilot funding originally scheduled to sunset by June 30, 2020, and with more than 85% of cases that remained active at that time, the City and County extended the pilot for an additional year (July 1, 2020 – June 30, 2021), providing bridge funding to sustain the program’s infrastructure and protecting the gains the program had made. This meant ensuring that the program prioritized the 500+ Angelenos and families that received this critical safety net by supporting the 11 legal services providers that managed their cases, including 41 attorneys and staff that were hired as part of the program’s expansion.

As noted in Gonzalez et al. (2021), via the [Los Angeles Justice Fund: Final Bridge Funding Report](#), the approval of the Bridge Funding (2020-2021) by the City and County of Los Angeles and philanthropy was critical for reaching and serving LAJF clients given the formidable obstacles facing legal service providers in Los Angeles and across the country including: substantial changes made to asylum and immigration law during the Trump Administration, increased xenophobia and anti-immigrant policies, growing backlog of cases in the immigration courts, and the overwhelming challenges of the COVID-19 global pandemic. Rather than forcing lawyers to make a devastating choice to end representation, amidst an unprecedented global pandemic, funding ensured that Angeleno immigrants and their families continued to receive high-quality legal representation and due process.<sup>15</sup>

The table below provides an overview of the seven (7) LAJF, no-cost extension grantee balances as of August 2021 by funding source and grantee.

**Table 2: LAJF Grant Balances by Funding Source and Grantee, as of August 2021**

Organization	City Fund Balance (as of August 2021)	County Fund Balance (as of August 2021)	Philanthropy Fund Balance (as of August 2021)	Total Fund Balance (as of August 2021)
Asian Americans Advancing Justice – LA (AAAJ-LA)	\$10,000	\$34,000	\$0	\$44,000
Bet Tzedek Legal Services	\$82,032	\$18,657	\$0	\$100,689
Central American Resource Center (CARECEN)	\$10,405	\$64,700	\$15,485	\$90,590
Kids in Need of Defense, Inc. (KIND)	\$100,623	\$105,172	\$0	\$205,795
LA LGBT Center	\$61,930	\$80,867	\$11,497	\$154,295
Legal Aid Foundation of Los Angeles (LAFLA)	\$0	\$19,342	\$62,674	\$82,016
Public Counsel Law Center	\$0	\$0	\$89,333	\$89,333
<b>Total</b>	<b>\$264,990</b>	<b>\$322,738</b>	<b>\$178,989</b>	<b>\$766,717</b>

Source: Grant balances submitted by LAJF grantees to CCF on August 2021 for USC Dornsife ERI Final Bridge Funding Report, September 7, 2021. Please note that the table above indicates unaudited fund balances.

<sup>15</sup> Gonzalez, Dalia, Aryah Somers Landsberger, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Final Bridge Funding Report](#). USC Dornsife Equity Research Institute.

As noted in the USC Equity Research Institute’s [Los Angeles Justice Fund: Final Bridge Funding Report \(2021\)](#), by the end of the bridge funding year, seven (7) LAJF grantees requested and were approved for no-cost extensions of up to one-year to spend down current LAJF fund balances, totaling (\$766,717).<sup>16</sup> The table below shows a breakdown list of grantees who were approved for a no-cost extension by length of time and date.

**Table 3: Length and Expiration Date of No-Cost Grant Extension (GE) by Grantee, as of August 2021**

Organization	Length of Time for GE	GE End Date
AAAJ-LA	24 Months*	11/30/2021
Bet Tzedek Legal Services	6 months	12/31/2021
CARECEN	6 months	12/31/2021
LAFLA	6 months	12/31/2021
KIND	12 months	6/30/2022
Los Angeles LGBT Center	12 months	6/30/2022
Public Counsel Law Center	12 months	6/30/2022

*Note: The original grant term for AAAJ-LA was from 11/20/2017 to 11/19/2019. AAAJ-LA requested and was approved for a no-cost extension until 11/30/2021, totaling their no-cost extension term to 24 months. Source: No-Cost Extension requests submitted by LAJF grantees to CCF and as also shown in the USC Dornsife ERI Final Bridge Funding Report, September 7, 2021.*

The table below provides an overview of LAJF grant balances for (7) grantees on a no-cost extension by funding source and grantee as of December 2021, previously submitted to funding partners via the LAJF No-Cost Extension Mid-Year Report in March 2022.

**Table 4: LAJF No Cost Extension Mid-Year Update of Grant Balances by Funding Source and Grantee, as of December 2021**

Organization	Total Amount Awarded, all periods	City Fund Balance (as of December 2021)	County Fund Balance (as of December 2021)	Philanthropy Fund Balance (as of December 2021)	Total Fund Balance (as of December 2021)
AAAJ-LA*	\$575,000	\$6,697.93	\$34,357.30	\$0	\$41,055.23
Bet Tzedek Legal Services	\$650,000	\$0	\$0	\$0	\$0
CARECEN	\$1,054,000	\$0	\$0	\$0	\$0
KIND	\$475,800	\$37,917	\$40,504	\$0	\$78,421
LA LGBT Center	\$750,000	\$18,803	\$20,000	\$10,000	\$48,803
LAFLA	\$738,000	\$0	\$0	\$0	\$0
Public Counsel Law Center	\$1,150,000	\$0	\$0	\$0	\$0
<b>Total</b>		<b>\$63,418</b>	<b>\$94,861</b>	<b>\$10,000</b>	<b>\$168,279</b>

*Note: \*AAAJ-LA’s 24-month no-cost extension ended November 30, 2021, and grant balances are as of that date. Upon the expiration of AAAJ-LA’s no-cost extension, AAAJ-LA communicated to CCF their intent of returning unspent funds to CCF. Upon the return of unspent funds, funding partners reallocated returned unspent funds to be used in accordance with their funding purpose and to be spent down by June 30, 2022.*

<sup>16</sup> Gonzalez, Dalia, Aryah Somers Landsberger, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Final Bridge Funding Report](#). USC Dornsife Equity Research Institute.

Source: Grant balances submitted by LAJF grantees to CCF on January 2022 (AAAJ-LA submitted December 2021). Please note that the table above indicates unaudited fund balances.

Of the seven (7) grantees who requested and were granted a one-year, no-cost extension, two (2) grantees' no-cost extension/reporting ended by December 31, 2021, and five (5) by June 30, 2022.

Grantees no-cost reporting closing by December 31, 2021, include:

- Asian Americans Advancing Justice-Los Angeles' no-cost extension ended by November 30, 2021. The organization requested to close their grant by returning the remaining fund balance of \$41,055.23 (City balance of \$6,697.93 and County balance of \$34,357.30). Upon the return of unspent funds, funding partners reallocated returned unspent funds to two (2) LAJF grantees with active cases whose no-cost extension ended by December 31, 2021. After assessing LAJF grantee funding needs, funds were allocated in accordance with LAJF pilot guidelines, funding purpose and spent down by June 30, 2022, and included funding to:
  - Bet Tzedek Legal Services who was awarded an additional \$20,527.62 (\$17,178.65 from the County of LA; \$3,348.97 from the City of LA) applied to: January 1, 2022-June 30, 2022 period and Central American Resource Center (CARECEN) who received an additional award of \$20,527.61 (\$17,178.65) from the County of LA; (\$3,348.96) from the City of LA) applied to: January 1, 2022-June 30, 2022 period. Upon the affirmative receipt of additional funds, Bet Tzedek's and CARECEN's end date of grant reporting period was adjusted to June 30, 2022.
- A second grantee whose no-cost extension ended by December 31, 2021, includes Legal Aid Foundation of Los Angeles (LAFLA), and is noted in the LAJF No-Cost Extension Mid-Year Report in March 2022.

Grantees no-cost reporting closing by June 30, 2022, include:

- Five (5) grantees' no-cost extension/and or reporting period ended by June 30, 2022 (Bet Tzedek Legal Services, Central American Resource Center (CARECEN), Kids in Need of Defense (KIND) LA LGBT Center, & Public Counsel Law Center and provided a final update noted in this report.

The summaries below outline final updates of five (5) grantees<sup>17</sup> whose grant reporting period and/or no-cost extension ended by June 30, 2022 and provided final case activity and fund balance updates to CCF. A high-level overview of final case activity updates for two (2) grantees<sup>18</sup> whose no-cost extension ended by December 31, 2022, are also included in this report as reference and are fully outlined in LAJF No-Cost Extension Mid-Year Report previously submitted in March 2022.

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<sup>17</sup> Bet Tzedek Legal Services, Central American Resource Center (CARECEN), Kids in Need of Defense (KIND) LA LGBT Center, & Public Counsel Law Center

<sup>18</sup> Asian Americans Advancing Justice (AAAJ-LA) and Legal Aid Foundation of Los Angeles (LAFLA)

## No-Cost Extension Grantee Fund Balances as of June 30, 2022

The table below provides an overview of LAJF Grant balances for (7) grantees by funding source and grantee, as of June 2022.

**Table 5: LAJF No Cost Extension Grant Balances by Funding Source and Grantee (7), as of June 2022**

Organization	Total Amount Awarded, all periods	City Fund Balance (as of June 2022)	County Fund Balance (as of June 2022)	Philanthropy Fund Balance (as of June 2022)	Total Fund Balance (as of June 2022)
AAAJ-LA*	\$533,944.77	\$0	\$0	\$0	\$0
Bet Tzedek Legal Services	\$670,528.62	\$0	\$0	\$0	\$0
CARECEN	\$1,074,527.61	\$0	\$0	\$0	\$0
KIND	\$475,800	\$0	\$0	\$0	\$0
LA LGBT Center	\$750,000	\$0	\$0	\$0	\$0
LAFLA*	\$738,000	\$0	\$0	\$0	\$0
Public Counsel Law Center	\$1,150,000	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$5,392,801.00</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Note: \*Fund balances for AAAJ-LA are as of November 2021 and fund balance for LAFLA is as of December 2021. Please note that the table above indicates unaudited fund balances.

Source: Grant balances submitted by LAJF grantees to CCF as of June 2022.

## Program Outcomes

This section provides a high-level summary of case activity updates and outcomes by LAJF grantees between 2017 and 2021 along with a detailed summary of the Los Angeles Justice Fund (LAJF) grantees for the reporting period between September 1, 2021, through the end of the reporting period and/or whose no-cost extension ended by June 30, 2022.<sup>19</sup>

**Table 6: Cumulative Total Number of Legal Intakes and Cases Represented by LAJF by period, as of June 2022**

LAJF Case Activity*	2017- August 2021	September- December 2021	January- June 2022	Consolidated Totals, as of June 2022,
		No-Cost extension period		
Total legal intakes conducted	2,208	40	82	2,330
Total cases represented by LAJF	744**	4	8	756

*Note: The case activity update for 2017-August 2021 includes all (11) LAJF (legal service providers) grantees. The case activity updates for September-December 2021 includes only (7) grantees: Bet Tzedek Legal Services, CARECEN, KIND, LA LGBT Center, Public Counsel Law Center, AAAJ-LA, & LAFLA. The case activity updates for January-June 2022 includes (5) grantees: Bet Tzedek Legal Services, CARECEN, KIND, LA LGBT Center & Public Counsel Law Center.*

*\*\*AAAJ-LA provided an update to data previously submitted for USC ERI Final Bridge Funding Report, September 2021. Noted above is an adjustment of two (2) additional legal cases represented and closed by AAAJ-LA as of August 2021.*

Source: USC ERI Final Bridge Funding Report, September 2021 analysis of bridge funding case activity data submitted by LAJF grantees to CCF in August 2021 with updates from grantees who were approved for a no-cost extension as of December 2021 & June 2022. USC Equity Research Institute's number of legal intakes were aggregated to the data from the mid-year bridge funding report, which included the Vera Institute of Justice's pilot phase case activity data presented in the Vera Institute of Justice's Quarter 10 report.

**Table 7: Total Number of Legal Intakes by Grantees (7) between September 2021-June 2022**

Organization	Legal Intakes Conducted September - December 2021	Legal Intakes Conducted January - June 2022
Bet Tzedek Legal Services	3	8
CARECEN	0	0
KIND	0*	0
LA LGBT Center	37	74
Public Counsel Law Center	0	0
AAAJ-LA	0	N/A
LAFLA	0	N/A
<b>Total</b>	<b>40</b>	<b>82</b>

*Note: \*Under non-LAJF funding, KIND conducted five legal intakes between September 1, 2021, and December 31, 2021, and received 12 referrals.*

*Source: Case activity data submitted by LAJF grantees to CCF as of June 2022. Case activity from AAAJ-LA and Public Counsel Law Center is included only as reference. AAAJ-LA and LAFLA's no-cost extension ended by November and December 2021, respectively, and had previously provided a final update via the*

<sup>19</sup> Final case activity updates from AAAJ-LA and Public Counsel Law Center are included only as reference. AAAJ-LA and LAFLA's no-cost extension ended by November and December 2021, respectively and had previously provided a final update via the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners.

**Table 8: Cumulative Total Number of Cases Represented by Grantees (7) Through LAJF by Time Period**

Organization	# of Cases as of June 30, 2020	# of New cases Acquired July 2020-January 2021	# of New Cases Acquired January 2021-August 2021	# of New Cases Acquired September 2021-December 2021	# of New Cases Acquired January 2022-June 2022
Bet Tzedek Legal Services	100	4	21	3	8
CARECEN	49	1	3	0	0
KIND	52	1	0	1	0
LA LGBT Center	61	13	0	0	0
Public Counsel Law Center	35	1	1	0	0
AAAJ-LA	21*	1	0	0	N/A
LAFLA	84	8	6	0	N/A
<b>Total</b>	<b>402</b>	<b>29</b>	<b>31</b>	<b>4</b>	<b>8</b>

Note: The total number of cases accepted for representation through LAJF Grantees to date. For some LAJF Grantees, some cases may have been transferred to other funding sources when LAJF funds ceased.

\*AAAJ-LA provided an update to data previously submitted for USC ERI Final Bridge Funding Report, September 2021. Noted above is an adjustment of two (2) additional legal cases represented and closed by AAAJ-LA as of August 2021.

Source: USC ERI Final Bridge Funding Report, September 2021 analysis of cumulative case activity data submitted by LAJF grantees to CCF on August 2021, with updates on case activity submitted to CCF as of December 2021 & June 2022 for grantees with no-cost extensions. Case activity from AAAJ-LA and Public Counsel Law Center is included only as reference. AAAJ-LA and LAFLA's no-cost extension ended by November and December 2021, respectively, and had previously provided a final update via the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners.

**Table 9: Cumulative Totals on Closed and Open/Active LAJF Cases by (7) Grantees, as of June 2022**

Organization	# of Closed Cases as of June 2022	# of Open/Active Cases as of June 2022	Total Closed & Open/Active Cases as of June 2022
Bet Tzedek Legal Services	22	114	136
CARECEN	11	42	53
KIND	8	46	54
LA LGBT Center	45	29	74
Public Counsel Law Center	28	9	37
AAAJ-LA*	N/A (15 as of 12/2021)	N/A (7 as of 12/2021)	N/A 22 (as of 12/2021)
LAFLA**	N/A (46 as of 12/2021)	N/A (52 as of 12/2021)	N/A (98 as of 12/2021)
<b>Total</b>	<b>175</b>	<b>299</b>	<b>474***</b>

Note: "Open/Active" refers to cases that are still ongoing. "Closed" refers to both closed and completed cases.

\*AAAJ-LA's no cost extension ended 11/2021 and provided a final update on case activity previously submitted via the LAJF No-Cost Extension Mid-Year Report (March 2022) for case activity as of 11/2021. During this final update, AAAJ-LA noted an adjustment needed for data they previously submitted for USC ERI Final Bridge Funding Report (September 2021). Noted above for AAAJ-LA is the aforementioned adjustment of two (2) additional legal cases represented and closed by AAAJ-LA as of August 2021.

\*\*LAFLA no-cost extension ended 12/2021 and provided a final update on case activity previously submitted via the LAJF No-Cost Extension Mid-Year Report (March 2022) for case activity as of 12/2021.

\*\*\*This table does not indicate the cumulative totals for all LAJF Grantee's case activity, given that the focus of this report and table is on LAJF grantees (7) with no-cost extensions and their respective case activity updates. The USC ERI Final Bridge Funding Report (2021) indicated that eleven (11) LAJF grantees reported a total 744 cases represented (231 Closed Cases & 513 Active Cases) as of August 2021. Case activity of LAJF Grantees whose grant closed as of the USC ERI Final Bridge Funding Report (2021) and did not receive a no-cost extension, but still had active cases on their docket, are not represented in the table above.

Source: USC ERI Final Bridge Funding Report, September 2021 analysis of cumulative case activity data submitted by LAJF grantees to CCF on August 2021, with updates on case activity submitted to CCF as of December 2021 & June 2022 for grantees with no-cost extensions. Case activity from AAAJ-LA and Public Counsel Law Center is included only as reference. AAAJ-LA and LAFLA's no-cost extension ended by November and December 2021, respectively, and had previously provided a final update via the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners.

**Table 10: Cumulative Total Number of Closed and Open/Active LAJF Cases for seven (7) Grantees who received No-Cost Extensions, as of June 2022**

LAJF Case Status	Grantees (7) with No-Cost Extensions, as of June 2022 (Including AAAJ-LA & LAFLA)
# of Closed Cases	175 <sup>20</sup>
# of Open/Active Cases	299 <sup>21</sup>
<b>Total*</b>	<b>474</b>

Note: \*This table does not indicate the cumulative totals for all eleven (11) LAJF Grantee's case activity, given that the focus of this report and table is on LAJF grantees (7) with no-cost extensions and their respective case activity updates. The case activity noted here is for (7) grantees: Bet Tzedek Legal Services, CARECEN, KIND, LA LGBT Center, Public Counsel Law Center, AAAJ-LA, & LAFLA.

As additional reference, the USC ERI Final Bridge Funding Report (2021) indicated that eleven (11) LAJF grantees reported a total of 744 cases represented (231 Closed Cases & 513 Active Cases) as of August 2021. Case activity of LAJF Grantees whose grant closed as of the USC ERI Final Bridge Funding Report (2021) and did not receive a no-cost extension, but still had active cases on their docket, are not represented in the table above.

Source: USC ERI Final Bridge Funding Report, September 2021 analysis of cumulative case activity data submitted by LAJF grantees to CCF on August 2021, with updates on case activity submitted to CCF as of December 2021 & June 2022 for grantees with no-cost extensions. Case activity from AAAJ-LA and Public Counsel Law Center is included only as reference. AAAJ-LA and LAFLA's no-cost extension ended by November and December 2021, respectively, and had previously provided a final update via the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners. "Open/Active" refers to cases that are still ongoing. "Closed" refers to both closed and completed cases.

**Table 11: Cumulative Total Number of (5) Grantees Open/Active Cases by Funding Source, as of June 2022**

Organization	Open/Active City Funded Cases	Open/Active County Funded Cases	Open/Active Philanthropy Funded Cases	Total
Bet Tzedek Legal Services	96	18	0	114
CARECEN	26	16	0	42
KIND	14	15	17	46
LA LGBT Center	11	12	6	29
Public Counsel Law Center	5	4	0	9
<b>Total</b>	<b>152</b>	<b>65</b>	<b>23</b>	<b>240</b>

Note: "Open/Active" refers to cases that are still ongoing. "Closed" refers to both closed and completed cases. Per the request of the City of L.A. and County of L.A., updates on case activity are identified by funding source.

Source: Case activity data submitted by LAJF grantees to CCF as of June 2022 for grantees whose no-cost extension ended by June 30, 2022. Case Activity for AAAJ-LA and LAFLA, whose no-cost extension ended by November and December 2021, respectively, and had previously provided a final update noted in the

<sup>20</sup> As of December 2021, AAAJ-LA reported (15) and LAFLA (46) closed cases.

<sup>21</sup> As of December 2021, AAAJ-LA reported (7) and LAFLA (52) open/active cases.

March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners and is not included in the table above.

**Table 12: Cumulative Total Number of (5) Grantees' Closed Cases by Funding Source, as of June 2022**

Organization	Closed City Funded Cases	Closed County Funded Cases	Closed Philanthropy Funded Cases	Total
Bet Tzedek Legal Services	19	3	0	22
CARECEN	7	4	0	11
KIND	3	3	2	8
LA LGBT Center	10	17	18	45
Public Counsel Law Center	11	14	3	28
<b>Total</b>	<b>50</b>	<b>41</b>	<b>23</b>	<b>114</b>

Note: "Open/Active" refers to cases that are still ongoing. "Closed" refers to both closed and completed cases. Per the request of the City of L.A. and County of L.A., updates on case activity are identified by funding source. The number of closed cases can include cases that were closed, completed, and in some instances cases that were closed because they were withdrawn but where an outcome was not necessarily achieved.

Source: Case activity data submitted by LAJF grantees to CCF as of June 2022 for grantees whose no-cost extension ended by June 30, 2022. Case Activity for AAAJ-LA and LAFLA, whose no-cost extension ended by November and December 2021, respectively, and had previously provided a final update noted in the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners and is not included in the table above.

**Table 13: Cumulative Total Number of Closed and Open/Active LAJF Cases by Funding Source for Grantees (5) with No-Cost Extensions, as of June 2022**

Funding Source	Open/Active Cases, Grantees (5) with No-Cost Extensions, as of June 2022	Closed Cases, Grantees (5) with No-Cost Extensions, as of June 2022	Total, Grantees (5) with No-Cost Extensions, as of June 2022
City	152	50	202
County	65	41	106
Philanthropy	23	23	46
<b>Total</b>	<b>240</b>	<b>114</b>	<b>354</b>

Note: "Open/Active" refers to cases that are still ongoing. "Closed" refers to both closed and completed cases. Per the request of the City of L.A. and County of L.A., updates on case activity are identified by funding source. The case activity noted here is for (5) grantees: Bet Tzedek Legal Services, CARECEN, KIND, LA LGBT Center & Public Counsel Law Center.

Source: Case activity data submitted by LAJF grantees to CCF as of June 2022 for grantees whose no-cost extension ended by June 30, 2022. Case Activity for AAAJ-LA and LAFLA, whose no-cost extension ended by November and December 2021, respectively, and had previously provided a final update noted in the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners and is not included in the table above.

**Table 14: Anticipated Change in the Number of Cases after June 2022**

Anticipated Change in # of Cases	# of Organizations
Grant closed out as of December 2021	2
Grant closed out as of June 2022	5
<b>Total</b>	<b>7</b>

Source: Case activity data submitted by LAJF grantees to CCF as of December 2021 with updates as of June 2022.

**Table 15: Estimated Number of Adult and Children Clients Represented by LAJF for Grantees (5) with No-Cost Extensions, as of June 2022**

Organization	# of Clients who are Adults	# of Clients who are Children
Bet Tzedek Legal Services	0	136
CARECEN	46	7
KIND	1	53
LA LGBT Center	70	4
Public Counsel Law Center	34	3
<b>Total</b>	<b>151</b>	<b>203</b>

Note: These numbers are only estimates and may not represent the total number of children and adults that were represented through LAJF, as some grantees reported these numbers only for cases that were active, and others reported cumulative numbers.

Source: Case activity data submitted by LAJF grantees to CCF as of June 2022 for grantees whose no-cost extension ended by June 30, 2022. Case Activity for AAAJ-LA and LAFLA, whose no-cost extension ended by November and December 2021, respectively, and had previously provided a final update noted in the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners and is not included in the table above

**Table 16: Estimated Cumulative Number of Black Immigrants Represented by LAJF Grantees (5) with No-Cost Extensions, as of June 2022**

Organization	# of Black Immigrants Represented
Bet Tzedek Legal Services	0
CARECEN	0
KIND	0
LA LGBT Center	6
Public Counsel Law Center	2
<b>Total</b>	<b>8</b>

Note: Data by race/ethnicity was not collected by grantees. The numbers presented above are estimates and therefore, do not reflect the total number of Black immigrants represented by LAJF grantees.

Source: Case activity data submitted by LAJF grantees to CCF as of June 2022 for grantees whose no-cost extension ended by June 30, 2022. Case Activity for AAAJ-LA and LAFLA, whose no-cost extension ended by November and December 2021, respectively, and had previously provided a final update noted in the March 2022 LAJF No-Cost Extension Mid-Year Report submitted to partners and is not included in the table above.

## CONCLUSION

Funding for the Los Angeles Justice Fund was critically important given the formidable obstacles facing legal service providers and immigrants throughout LA. City and County- particularly during these unprecedented times which included the complex nature of deportation cases, rapid changes in laws and policies, severe backlog in processing times, uncertainties within immigration court proceedings, misinformation, fear, enforcement inequalities revealed by the racial justice uprisings, the COVID-19 pandemic, and more.<sup>22</sup> The LAJF exceeded its goals demonstrating local investment in deportation defense creates a critical safety net, protects clients and their U.S.-based families, builds trust in government, and protects due process for all.

In addition to direct legal representation, the LAJF bolstered and expanded the legal services infrastructure by increasing the capacity of nonprofit legal services providers to lay the foundation for a robust and collaborative deportation defense network across Los Angeles that can hardly be quantified including:

- **Grantees designed, led, and attended training and capacity building workshops.** They hired and trained staff and qualified volunteers, established the foundation and networks needed to run the program, enhanced stakeholder relationships, and created and used information sharing systems.<sup>23</sup> With LAJF support, grantees developed and strengthened collaborations with many organizations beyond LAJF grantees.<sup>24</sup>
- **Grantees formed the Detained Collaborative to support each other’s work in the Adelanto detention center** which also included funding for a fully operational rented workspace open to all LAJF grantees serving clients at the remote facility. The Detained Collaborative also allowed attorneys to pose questions and provide advice related to removal defense legal issues and to working in detained courts.<sup>25</sup>
- **Grantees cooperated on screenings and intakes, set up a case referral system also used by the Los Angeles County Public Defender’s Office,** and supported each other’s work via a dedicated listserv to communicate on a range of topics such as technical assistance, access to detention centers, and filing applications for relief.<sup>26</sup>

Direct legal representation provided through LAJF involved attorney and staff time to prepare the legal case, conduct client meetings—often in the remote Adelanto detention facility under the Los Angeles

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<sup>22</sup> Gonzalez, Dalia, Aryah Somers Landsberger, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Final Bridge Funding Report](#). USC Dornsife Equity Research Institute.

<sup>23</sup> Vera Institute of Justice. 2019. [Los Angeles Justice Fund: Year 1 Implementation Evaluation, Implementation Evaluation Report of the Los Angeles Justice Fund through December 2018](#), 4.

<sup>24</sup> Ibid., 20. “Grantees have worked with: the American Civil Liberties Union (ACLU), the American Immigration Lawyers Association (AILA), A New Way of Life Reentry Project, the Asian American Drug Abuse Program (AADAP), Center for living and Learning, Dolores Mission Parish, Human Rights First, the Immigrant Family Legal Clinic at UCLA School of Law, the Immigrants’ Rights Clinic at Stanford Law School, the Immigration Law Clinic at Western State College of Law, the Los Angeles County Bar Association (LACBA), Los Angeles County Department of Children and Family Services (DCFS), the Los Angeles County Public Defender, Los Angeles Raids Rapid Response Network, National Lawyers Guild Los Angeles (NLG-LA), the San Fernando Valley Refugee Children Center, Tarzana Treatment Centers, and Uber, among other organizations. This is merely a sample of LAJF collaborations, to give an indication of the heterogeneous mix of the types of organizations that comprise LAJF.”

<sup>25</sup> Ibid., 20.

<sup>26</sup> Ibid., 8.

court’s jurisdiction—obtain and review documents, perform translations and interpretations, prepare and file motions and applications, prepare and file documents for bond hearings, file fees and mailings, travel to client meetings and court, and often, file or obtain documents through other legal systems ancillary to immigration proceedings. In some cases, there were also costs related to expert witnesses and forensic examinations. LAJF providers committed to taking on this package of work for the cases they represent through the program, distributing resources from the overall grant as necessary across cases.<sup>27</sup> An analysis of the removal defense workflow conducted by the Nonprofit Finance Fund (NFF) revealed that legal service providers spent an additional unreported 34.5 to 51 hours per client (estimated at \$5,000-\$25,000 unbilled hours per client). LAJF legal service providers also chose to stretch their LAJF grant by subsidizing case costs with other revenue sources or their own savings.<sup>28</sup>

LAJF funding partners’ efforts during this time have proven critical in sustaining the immigrant legal services infrastructure representing the most vulnerable immigrants and helping to create a more equitable future that protects and maintains the wellbeing of all of L.A. There is a priceless human benefit of the LAJF Investment. It is not just one case and one person – it is one case that radiates through a family and a community. Programs like the LAJF have catalyzed momentum for local-and-state-funded deportation defense and have helped to drive a national movement toward federal systemic change.

As one of the nation’s largest cities with one of the largest immigrant populations and the largest number of cases in immigration court, we applaud the City of LA and the County of LA for their leadership to bolster and strengthen the region’s broader deportation defense ecosystem through the [RepresentLA](#) program. Through this new and expanded program, the City and County are helping to shape the growing momentum toward publicly funded deportation defense programs.

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<sup>27</sup> Vera Institute of Justice. 2019. [Los Angeles Justice Fund: Year 1 Implementation Evaluation, Implementation Evaluation Report of the Los Angeles Justice Fund through December 2018](#), 19.

<sup>28</sup> Garg, Shruti, Evan Ramsey, Chris Lisee, Claire Knowlton, and Tessa Borelli. 2019. [Los Angeles Justice Fund: Lessons and Recommendations from the Pilot Program](#). Nonprofit Finance Fund.

## Attachment A: Status of Cases by No-cost Extension Grantees and Funding Source, as of June 2022\*

AAAJ-LA Case Status	City Funded Cases	County Funded Cases	Philanthropy Funded Cases	Total
# of open/active cases	3	4	0	7
# of closed and completed	7	7	1	15
<b>Total</b>	<b>10</b>	<b>11</b>	<b>1</b>	<b>22</b>

Note: AAAJ-LA's case activity data is as of November 2021. AAJ-LA provided an update to data previously submitted for USC ERI Final Bridge Funding Report, September 2021. Noted above is an adjustment of two (2) additional legal cases represented and closed by AAAJ-LA as of August 2021.

Bet Tzedek Legal Services Case Status	City Funded Cases	County Funded Cases	Philanthropy Funded Cases	Total
# of open/active cases	96	18	0	114
# of closed and completed	19	3	0	22
<b>Total</b>	<b>115</b>	<b>21</b>	<b>0</b>	<b>136</b>

CARECEN Case Status	City Funded Cases	County Funded Cases	Philanthropy Funded Cases	Total
# of open/active cases	26	16	0	42
# of closed and completed	7	4	0	11
<b>Total</b>	<b>33</b>	<b>20</b>	<b>0</b>	<b>53</b>

KIND Case Status	City Funded Cases	County Funded Cases	Philanthropy Funded Cases	Total
# of open/active cases	14	15	17	46
# of closed and completed	3	3	2	8
<b>Total</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>54</b>

LA LGBT Center Case Status	City Funded Cases	County Funded Cases	Philanthropy Funded Cases	Total
# of open/active cases	11	12	6	29
# of closed and completed cases	10	17	18	35
<b>Total</b>	<b>21</b>	<b>29</b>	<b>24</b>	<b>74</b>

LAFLA Case Status	City Funded Cases	County Funded Cases	Philanthropy Funded Cases	Total
# of open/active cases	0	10	42	52
# of closed and completed cases	11	33	2	46
<b>Total</b>	<b>11</b>	<b>43</b>	<b>44</b>	<b>98</b>

Note: LAFLA's case activity data is as of December 2021.

Public Counsel Law Center Case Status	City Funded Cases	County Funded Cases	Philanthropy Funded Cases	Total
# of open/active cases	5	4	0	9
# of closed and completed cases	11	14	3	28
<b>Total</b>	<b>16</b>	<b>18</b>	<b>3</b>	<b>37</b>

Note: "Open/Active" refers to cases that are still ongoing. "Closed" refers to both closed and completed cases. \*Per the request of City of L.A. and County of L.A., updates on case activity are identified by funding source.

# Attachment B: All LAJF Grantees and Grant Totals

## All LAJF Grantees and Grant Totals\*

Organization	Disbursements October 2017				Disbursements 2019-2020				Disbursements December 2020				Disbursement Reallocation		Grand Total
	City	County	Philanthropy	Subtotal	City	County	Philanthropy	Subtotal	City	County	Philanthropy	Subtotal	City	County	
<b>Direct Representation</b>															
Asian Americans Advancing Justice - LA**	\$200,000	\$280,000	\$95,000	\$575,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$6,697.93	-\$34,357.30	\$533,944.77
Bet Tzedek Legal Services**	\$138,000	\$145,000	\$42,000	\$325,000	\$47,500	\$0	\$77,500	\$125,000	\$166,000	\$34,000	\$0	\$200,000	\$3,348.97	\$17,178.65	\$670,527.62
Central American Resource Center**	\$100,000	\$275,000	\$200,000	\$575,000	\$0	\$0	\$250,000	\$250,000	\$95,000	\$134,000	\$0	\$229,000	\$3,348.96	\$17,178.65	\$1,074,527.61
Coalition for Humane Immigrant Rights	\$165,000	\$260,000	\$150,000	\$575,000	\$0	\$65,000	\$135,000	\$200,000	\$75,000	\$259,000	\$20,000	\$354,000	NA	NA	\$1,129,000
Esperanza Immigrant Rights Project (Catholic Charities of Los Angeles)	\$200,000	\$250,000	\$125,000	\$575,000	\$0	\$70,000	\$180,000	\$250,000	\$115,000	\$79,200	\$20,000	\$214,200	NA	NA	\$1,039,200
Immigrant Defenders Law Center	\$150,000	\$350,000	\$275,000	\$775,000	\$0	\$70,000	\$280,000	\$350,000	\$189,000	\$150,000	\$15,000	\$354,000	NA	NA	\$1,479,000
Kids in Need of Defense	\$75,000	\$75,000	\$60,000	\$200,000	\$47,500	\$0	\$52,500	\$100,000	\$85,000	\$90,800	\$0	\$175,800	NA	NA	\$475,800
Los Angeles LGBT Center	\$130,000	\$130,000	\$65,000	\$325,000	\$0	\$65,000	\$160,000	\$225,000	\$80,000	\$100,000	\$20,000	\$200,000	NA	NA	\$750,000
Legal Aid Foundation of Los Angeles	\$200,000	\$250,000	\$125,000	\$575,000	\$0	\$0	\$130,000	\$130,000	\$0	\$33,000	\$0	\$33,000	NA	NA	\$738,000
Public Counsel Law Center	\$145,400	\$300,000	\$254,600	\$700,000	\$0	\$0	\$268,000	\$268,000	\$80,000	\$120,000	\$0	\$200,000	NA	NA	\$1,168,000
USC Gould School of Law & Immigration Clinic	\$90,000	\$90,000	\$0	\$180,000	\$0	\$45,000	\$0	\$45,000	\$90,000	\$0	\$0	\$90,000	NA	NA	\$315,000
<b>Sub Total</b>	\$1,593,400	\$2,405,000	\$1,381,600	\$5,380,000	\$95,000	\$315,000	\$1,533,000	\$1,943,000	\$975,000	\$1,000,000	\$75,000	\$2,050,000	\$0	\$0	\$9,373,000
<b>Technical Assistance and Capacity Building</b>															
Catholic Legal Immigration Network	\$0	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NA	NA	\$200,000
Loyola Immigrant Justice Clinic	\$0	\$0	\$260,000	\$260,000	\$0	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$0	NA	NA	\$310,000
Program for Torture Victims***	\$125,000	\$0	\$175,000	\$300,000	\$0	\$0	\$100,000	\$100,000	\$0	\$0	\$0	\$0	NA	NA	\$400,000
One Justice	\$0	\$0	\$225,000	\$225,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NA	NA	\$225,000
Southwestern Law School	\$0	\$0	\$260,000	\$260,000	\$0	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$0	NA	NA	\$310,000
<b>Subtotal</b>	\$125,000	\$0	\$1,120,000	\$1,245,000	\$0	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$0	NA	NA	\$1,445,000
<b>Data Collection &amp; Program Evaluation</b>															
Bitstein, Inc.****	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,988	\$18,988	NA	NA	\$18,988
Grantmakers Concerned with Immigrants and Refugees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$97,888	\$97,888	NA	NA	\$97,888
Non Profit Finance Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000	\$200,000	NA	NA	\$200,000
USC Equity Research Institute	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$0	\$50,000	\$75,000	NA	NA	\$75,000
Vera Institute of Justice, Center on Immigration and Justice	\$166,600	\$250,000	\$183,400	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NA	NA	\$600,000
<b>Subtotal</b>	\$166,600	\$250,000	\$183,400	\$600,000	\$0	\$0	\$0	\$0	\$25,000	\$0	\$366,876	\$391,875.50	NA	NA	\$991,875.50
<b>Program Administration</b>															
California Community Foundation****	\$10,000	\$20,000	\$0	\$30,000	\$10,000	\$10,000	\$0	\$20,000	\$0	\$0	\$0	\$0	\$5,042.11	\$0	\$55,042.11
<b>Notes:</b>															
*Please note that this table indicates unaudited LAJF Grant Totals.															
**Asian Americans Advancing Justice-Los Angeles' approved no-cost extension ended by November 30, 2021 and requested to close their grant by returning remaining fund balance of \$41,055.23 (City balance of \$6,697.93 and County balance of \$34,357.30). Upon the return of unspent funds, funding partners reallocated returned unspent funds to two (2) LAJF grantees with active cases whose no-cost extension ended by December 31, 2021. Funds were allocated in accordance with LAJF pilot guidelines, funding purpose and spent down by June 30, 2022.															
***Funding for Program for Torture Victims (PTV) included a combination of direct representation activities and capacity building resources.															
****With Vera Institute of Justice's contract ending, CCF commissioned Bitstein, Inc. to support CCF and USC ERI with data collection analysis during the Bridge Funding year. Funding for Bitstein, Inc. was supported solely by the California Community Foundation in support of the program administration of the Los Angeles Justice Fund.															
*****The total program administration charged to City of LA was \$25,042.11 and the total program administration charged to the County of LA was \$30,000.															
*****The City of LA and LA County contract allowed up to 1% of the first two allocations of the LAJF to be used for CCF program administration. As approved by City of LA, CCF may use no more than 1% of City Funds to pay for CCF administrative costs and indirect costs and no more than 5% to pay for the costs of conducting the independent program evaluation. For the County of LA, CCF may use no more than 1% of funds to pay for administrative costs and indirect costs. CCF's net investment earnings accrued from interest of the City's fund balance was \$5,039.05, and the County's was \$22,298.48. (Of this amount and with approval from the City of LA, the City's fund balance from net earnings was used for additional program administration related expenses. As requested by the County of LA, CCF's net investment earnings (\$22,298.48), accrued as a result of interest from County's fund balance, will be returned to County of LA.)															
<b>Grand Totals</b>															
	Disbursements Totals October 2017				Disbursement Totals 2019-2020				Disbursement Totals Dec. 2020				Net Investment Earnings City/County Funds*****		Grand Total
	City	County	Philanthropy	Subtotal	City	County	Philanthropy	Subtotal	City	County	Philanthropy	Subtotal	City	County	
	\$1,895,000	\$2,675,000	\$2,685,000	\$7,255,000	\$105,000	\$325,000	\$1,733,000	\$2,163,000	\$1,000,000	\$1,000,000	\$441,875.50	\$2,441,875.50	\$5,042.11	\$22,298.48 (Returned to County of LA)	\$11,864,917.61
<b>Grand Totals, by Funding Source</b>															
City		\$1,905,000				\$95,000				\$1,000,000			\$5,042.11		\$3,005,042.11
County		\$2,685,000				\$315,000				\$1,000,000			\$22,298.48 (Returned to County of LA)		\$4,000,000.00
Philanthropy		\$2,685,000				\$1,733,000				\$441,875.50			NA		\$4,859,875.50
<b>Total</b>		<b>\$7,275,000</b>				<b>\$2,143,000</b>				<b>\$2,441,875.50</b>					<b>\$11,864,917.61</b>

## Attachment C: Population to be Served under the LAJF

- I. Population to be Served under the LAJF: Los Angeles Justice Fund (LAJF) funds shall only be used to fund services where the following circumstances are present, and conditions met:

LAJF Minimum eligibility criteria

- Residents of City/County of Los Angeles
  - A resident is defined as anyone who is: a resident of the City or County of Los Angeles, or who, at the time of the request for legal services provided through these grant funds, was a resident of Los Angeles County.
    - *For City funded cases*: Grantees can use a “Resident Affidavit” as proof of residency.
    - For County funded cases: Please see Attachment D & E for a list of documents grantees can use to establish LA County residency.

OR

- Family Separation
  - City Guidelines*: Children who are detained or housed in Los Angeles and who were separated from their families by the U.S. Government, and their respective parents or sponsors.
  - County Guidelines*: Please see Attachment D for additional details (For family separation cases, as approved by County policy, please see County Affidavit of Support template).

AND

- At risk of removal: Per the grant agreement, “at risk of removal” is defined as individuals who are currently detained, were recently arrested by U.S. Immigration and Customs Enforcement officials, in removal proceedings, or subject to a final order of removal.

AND

- Income not exceeding 200% of the Federal Poverty Level: The person receiving services, at the time of the request for legal services, was determined, after a financial screening, to be unable to afford to pay for legal services.

### A. Prioritization Criteria & Vulnerable Populations

- Once minimum eligibility criteria are met, priority for services should also be provided to eligible individuals, who at the time of the request for legal services, are particularly vulnerable populations who fall into one or more of the following categories:
  - i. Individuals with community ties to the City or County of Los Angeles

- (e.g., family members who are U.S. citizens, lawful permanent residents, or deferred action for childhood arrivals recipients).
- ii. Separated children/families (per City and County policy)
  - iii. Heads of Households with one or more dependent family members.
  - iv. Unaccompanied children and young adults who arrived as children.
  - v. Veterans.
  - vi. Individuals with protection-based claims; and/or
  - vii. Victims of crime, domestic violence, and/or human trafficking

II. Criminal History Exclusion:

The person receiving services has not been convicted of certain crimes, as outlined by the relevant County and City policies.

- a. *Use of County Funds:* Persons with a conviction for a violent felony, as defined by subdivision

(c) Section 667.5 of the California Penal Code, shall be ineligible to receive legal representation.

- b. *Use of City Funds:* Persons with a conviction for a violent felony, as defined by subdivision (c) of Section 667.5 of the California Penal Code and/or a conviction for a crime of Human Trafficking, Child Abuse, Domestic Violence, and/or Pimping shall be ineligible for services unless a legal services provider determines and makes an affirmative finding that the person with the conviction has a justifiable extenuating circumstance and potentially meritorious claim for immigration relief of defense from removal. This affirmative finding must be documented in writing and included as part of the LAJF reporting requirements. For purposes of the LAJF, the terms shall be defined, as follows:

- 1) *Justifiable Extenuating Circumstances*– To determine that justifiable extenuating circumstances exist, a legal services provider should consider all relevant factors and assess that an individual has a substantial positive balance of equities. Such positive equities could include but are not limited to:
  - compelling mitigating circumstances or facts related to the underlying conviction or criminal history.
  - significant length of time since conviction.
  - evidence of genuine rehabilitation or significant contributions to the community.
  - a demonstration of strong family or community ties and/or length of time in the United States.
  - significant hardship to the individual and family members if deportation occurs.
  - substantial difficulties in upbringing or personal life.
  - significant physical illness, mental health concerns, or disability; or

- service in the U.S. military, reserves, or national guard, with particular consideration to those who served in combat.

2) *Potentially Meritorious Claim* – a legal services provider assesses that an individual may obtain an outcome that allows the individual to remain in the United States based on an understanding of the law and facts of the case. Such outcomes could include but are not limited to:

- closure or termination of removal proceedings.
- temporary or permanent status or relief from removals as a relative of a U.S. citizen or permanent resident.
- asylum or other protection-based claims.
- temporary or permanent status based on an individual being a victim of domestic violence, human trafficking, or crime.
- cancellation of removal; or
- relief from removal based on other immigration laws.

\* Please see Attachment F for Application of Criminal Waiver for City of Los Angeles

## Attachment D: LA County Residency Guidance

### LA COUNTY RESIDENCY GUIDANCE

Effective beginning  
July 1, 2018

For County Funded Cases: Any of the following options can be used to establish LA County Residency if issued within the last 60 days and list the client's name and address in LA County:

- A valid California-issued Driver License or Identification Card,
- The client's DHS/CIS file listing his/her current address in the County of Los Angeles,
- A utilities bill issued in the client's name within the last 60 days,
- A current library card issued by the Los Angeles County Public Library or a city library in the County of Los Angeles,
- Proof of enrollment within the past 60 days in a County of Los Angeles program that requires residency eligibility (i.e., General Relief, MyHealthLA, Medical),
- Document from a County of Los Angeles Department,
- Public School enrollment documents,
- Income Tax documents using an SSN or ITIN,
- Military and Veteran documents,
- Documents issued by the U.S. Department of Homeland Security (CIS, ICE, CBP),
- Documents issued by a local, state, or federal agency (includes law enforcement and prosecuting agencies),
- Professional licenses issued by a government agency, or
- Documents from a Foster Care Shelter operated/funded by the U.S. Department of Health & Human Services.

## Attachment E: LA County Family Separation Minimum Eligibility Criteria

Meets any ONE of the following:

a. Residents of Los Angeles County.

OR

b. Separated Families: Is a child who otherwise does not qualify under 1(a) above and was separated from his or her parent or legal guardian at the U.S. Southern Border as a result of the federal government's practice of separating families at the U.S. Southern Border, provided the child has ties to Los Angeles County. *For the purposes of this Agreement, "ties to Los Angeles County" referenced in this Paragraph 1(b) means:*

(i) The child has a parent, legal guardian, or sponsor who is a resident of Los Angeles County and intends to raise the child in Los Angeles County, OR

(ii) *At the time services under this Agreement are first provided, the child is detained and/or placed by the federal government in a detention facility, shelter, foster home, or group care facility in Los Angeles County, OR*

(iii) *The child is placed by Los Angeles County with a caregiver, or in a shelter, foster home, or group care facility contracted by or in Los Angeles County, OR*

(iv) *In the event that a child separated from his or her parent or legal guardian at the U.S. Southern Border presents any other circumstances sufficient to establish ties to Los Angeles County, but who is not captured by the aforementioned Subparagraphs (i) through (iii), the Director or Interim Director of the Department of Business and Consumer Affairs shall have the sole discretion to establish protocols to expand legal services to this group of children under this Agreement, provided such protocols are made in writing.*

OR

c. Is a parent or legal guardian of a child who otherwise does not qualify under 1(a) above and was separated from his or her child(ren) at the U.S. Southern Border as a result of the federal government's practice of separating families at the U.S. Southern Border, provided the parent or legal guardian has ties to Los Angeles County. *For the purposes of this Agreement, "ties to Los Angeles County" referenced in this Paragraph 1(c) means:*

(i) At the time services under this Agreement are first provided, the parent or legal guardian has been placed by the federal government in a detention facility in Los Angeles County, OR

(ii) *At the time services under this Agreement are first provided, the parent or legal guardian has been placed by the federal government in a detention*

## Attachment F: Application of Criminal Waiver for City of Los Angeles

- The attorney has assessed that the individual has a potentially meritorious claim for immigration relief or a defense from removal.
- The attorney has assessed that justifiable extenuating circumstance are present.

Select one or more of the following factors which describe the extenuating circumstances (please check all that apply):

- mitigating circumstances related to the underlying conviction
- significant length of time since conviction
- significant length of time in the United States
- family or community ties
- hardship to individual or family in the event of deportation
- substantial difficulties in upbringing or personal life
- physical illness, disability, or mental health concerns
- evidence of genuine rehabilitation
- service in the U.S. military, reserves, or national guard (particularly service in combat)
- other positive balance of equities (If "other" is selected, please provide a brief explanation about how you arrived at your assessment. (1-2 sentences))

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## REFERENCES

- Garg, Shruti, Evan Ramsey, Chris Lisee, Claire Knowlton, and Tessa Borelli. 2019. [Los Angeles Justice Fund: Lessons and Recommendations from the Pilot Program](#). Nonprofit Finance Fund.
- Gonzalez, Dalia, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Safeguarding the Safety Net for L.A. City and County's Immigrant Communities](#). USC Dornsife Equity Research Institute.
- Gonzalez, Dalia, Aryah Somers Landsberger, Carolina Otero, and Manuel Pastor. 2021. [Los Angeles Justice Fund: Final Bridge Funding Report](#). USC Dornsife Equity Research Institute.
- Somers Landsberger, Aryah, Felecia Bartow, and Ignatius Bau. 2020. [Proposal for a Los Angeles Immigrant Community Defense Program](#). Grantmakers Concerned with Immigrants and Refugees.
- Vera Institute of Justice. 2019. [Los Angeles Justice Fund: Year 1 Implementation Evaluation, Implementation Evaluation Report of the Los Angeles Justice Fund through December 2018](#).
- Vera Institute of Justice. 2020. [Los Angeles Justice Fund: Year 2 Evaluation, Impact Evaluation Report of the Los Angeles Justice Fund through March 2020](#).



**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**THE CITY OF LOS ANGELES**

**AND**

**LOS ANGELES COUNTY DEPARTMENT OF CONSUMER AND BUSINESS AFFAIRS**

**TO PROVIDE**

**IMMIGRANT LEGAL SERVICES FUNDING**

**Prepared by:**

**County of Los Angeles  
Department of Consumer and Business Affairs  
320 W. Temple St. Room G-10,  
Los Angeles, CA 90012**

This Memorandum of Understanding (hereinafter referred to as an "MOU"), is made by and between the City of Los Angeles (hereinafter referred to as the "City"), by and through its Community Investment for Families Department (hereinafter referred to as "CIFD"), and the County of Los Angeles (hereinafter referred to as the "County"), by and through its Department of Consumer and Business Affairs (hereinafter referred to as "DCBA"), (individually as "Party" and collectively, the "Parties").

## RECITALS

**WHEREAS**, on December 20, 2016, the Los Angeles County Board of Supervisors ("Board"), voted to launch the Los Angeles Justice Fund ("LAJF") pilot initiative ("Pilot") in partnership with the City and the California Community Foundation ("CCF") and Weingart Foundation (CCF and Weingart Foundation collectively referred to as "Philanthropic Partners"), to provide immigration legal representation to low-income County and City residents at risk of deportation; and

**WHEREAS**, on June 20, 2017, the Board voted to allocate \$3 million in funding to the Pilot over a two-year period, the Los Angeles City Council ("Council") voted to allocate \$2 million on June 23, 2017, and both entities entered into an agreement with CCF in July 2017 to serve as the LAJF third-party administrator; and

**WHEREAS**, on March 3, 2021, the DCBA's Office of Immigrant Affairs ("DCBA/OIA") submitted a report to the Board, prepared by Grantmakers Concerned with Immigrants and Refugees ("GCIR"), with input from all Pilot participants, and dozens of public, non-profit, and legal sector stakeholders with vast experience serving immigrant communities, which included a recommendation from DCBA/OIA to move forward with a comprehensive program incorporating the key recommendations of the GCIR report; and

**WHEREAS**, on July 27, 2021, the Board directed DCBA/OIA, in partnership with the City and Philanthropic Partners, to begin implementing the program as outlined in a detailed program implementation framework submitted by DCBA/OIA, and authorized the DCBA Director to enter into any contracts, memorandums of understanding, and agreements needed to develop and implement the program; and

**WHEREAS**, on October 5, 2021, DCBA/OIA issued a Request for Information ("RFI") for prospective program administrators of the program followed by an application review and interview process with participation by the City and Philanthropic Partners; and

**WHEREAS**, as a result of the RFI process, and pursuant to the authority granted by the Board's directive on July 27, 2021, DCBA/OIA and the Coalition for Humane Immigrant Rights (hereinafter referred to as "CHIRLA" or "Program Administrator") entered into an Agreement on April 8, 2022 for the provision of program administrator services to oversee the RepresentLA program ("Program"); and

**WHEREAS**, DCBA/OIA has contracted with CHIRLA to provide, as part of the Program, the provision of affirmative immigration benefits support for vulnerable groups, community outreach and education, and case management to link clients and their households to critical resources and services; and

**WHEREAS**, on May 10, 2022, the Council voted to adopt the new proposed Program framework, in partnership with the County and Philanthropic Partners, and request DCBA/OIA to

include in a Memorandum of Understanding the allocation of the City's funding contribution of \$4,000,000 toward the Program relating to (a) Investing in Impacted Immigrant Communities (Outreach and Education), and (b) Affirmative Immigration Relief; and

**WHEREAS**, the City is an incorporated municipality within Los Angeles County. The Council approved the provision of funding to DCBA in order to expand and support the Program and DCBA is willing to accept such funding upon the terms and conditions contained herein; and

**WHEREAS**, the Parties desire to enter into this MOU and any necessary amendments to specify the responsibilities of each Party and to facilitate the transfer of funding between Parties to support the provision of mutually agreed upon services, outreach and education to City residents through the County's existing Program.

**NOW THEREFORE**, in consideration of the mutual terms, covenants, and conditions contained herein, City and County hereby agree as follows:

## **I. GENERAL PROVISIONS**

- A. The purpose for this MOU is to facilitate the transfer of Program funds in an amount not to exceed \$4,000,000 ("City Funds") from the City, for distribution to DCBA/OIA to expand and support immigrant legal services and provide Program outreach and education through DCBA's Program Administrator, and to define responsibilities of Parties related to the transfer of funds and the reporting of Program progress and outcomes as it relates to the funded services.
  - i. DCBA/OIA in partnership with, the City, and Philanthropic Partners, and through its Program Administrator, launched the County's RepresentLA umbrella program which is a comprehensive initiative that provides free legal representation for individuals in removal proceedings, legal counsel and representation for vulnerable individuals seeking affirmative immigration relief, resource linkage to vital support services, and outreach and education to County and City residents in underserved communities.
  - ii. DCBA/OIA, through its Program Administrator, shall utilize \$3,750,000 of City Funds contribution to provide community support and affirmative immigration relief support for individuals who reside or intend to reside in the City of Los Angeles.
  - iii. DCBA/OIA, through its Program Administrator, Program Evaluator, and/or philanthropic partner(s) shall conduct research (directly or through a third-party consultant) to determine how the Program can best support veterans of the U.S. Armed Forces who reside or intend to reside in the City. Research may include surveys and/or meetings with service providers and stakeholders to identify service solutions for this population. The Program Administrator, Program Evaluator and/or philanthropic partners shall submit a report within six (6) months of the execution of this MOU, including recommendations on how to allocate \$250,000 of City Funds for education and outreach to this population. If it is determined unfeasible, the \$250,000 allocation of City Funds may be reallocated to community support and affirmative immigration relief support, upon mutual agreement by both

Parties; however, these funds may not be used for legal representation in removal proceedings/removal defense.

- B. Parties agree to act in good faith to observe the terms of this MOU; however, nothing in this MOU is intended to require any unlawful or unauthorized act by any Party. Nothing in this MOU shall be interpreted to limit or restrict each of the Parties' legal, jurisdictional, or other rights or obligations with respect to the subject matter of this MOU. No provision of this MOU shall form the basis of a cause of action at law or equity by either Party against the other Party, nor shall any provision of this MOU form the basis of a cause of action at law or equity by any third party.
- C. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California. By entering into this MOU, the Parties specifically intend to comply with all applicable laws, rules, or regulations. The Parties agree to negotiate in good faith revisions to the provision or terms as required to bring the entire MOU into compliance.
- D. If any provision of this MOU violates any statute or rule of law of the State of California, it is considered modified to conform to that statute or rule of law.

## **II. TERM**

The term of this MOU is for three years from the date of execution, with an option to extend for up to two additional one-year terms, and commensurate with the ongoing implementation, administration, and oversight of the Program under the existing Program framework while both Parties continue to provide funding. The Parties make no commitment to fund this Program beyond the funding expressly stated in this MOU. Any future funding commitments will require Council/Mayor approval for the City, and Board approval for the County. This MOU will be reviewed annually to ensure that it is fulfilling its purpose and to make any necessary revisions. However, amendments may be made at any time, as mutually agreed to by the Parties.

## **III. TERMINATION**

- A. This MOU may be terminated by either Party upon written notice. Notice of termination shall be given in writing by either Party within ninety (90) days of an expressed intent.

## **IV. AMENDMENTS**

- A. Except as otherwise provided herein, any amendment(s) to this MOU shall be at the mutual consent of both Parties and shall be executed in writing by an authorized designee of DCBA and of the City.
- B. Such amendment(s) shall be authorized subject to approvals as to form by County Counsel.

## **V. CITY RESPONSIBILITIES**

- A. Upon execution of this MOU, the City agrees to initiate the transfer of City Funds to DCBA in accordance with established procedures of the Los Angeles County's Chief Executive Office and the City's Chief Administrative Officer.

- B. City agrees to provide approval of Community Advisory Group nominees within thirty (30) days of receiving nominations from DCBA/OIA or the Program Administrator.

## VI. DCBA/OIA RESPONSIBILITIES

- A. DCBA/OIA shall administer the City Funds transferred under this MOU in accordance with all applicable laws. DCBA/OIA shall be responsible and accountable for the management, audit, and use of such City Funds.
- B. DCBA/OIA agrees to maintain satisfactory financial accounts, documents, and records of expenditures resulting from this MOU and to make them available upon request to the City. DCBA/OIA also agrees to retain such financial accounts, documents, and records in accordance with the requirements of the Program.
- C. DCBA/OIA agrees to apply \$3,750,000 of City Funds to contribute towards the following Program deliverables the Program Administrator has contracted with DCBA/OIA to carry out (County Delegated Authority Agreement: CA-22-017):
- i. **Community Support** – Invest in education and community outreach engagements targeting the traditionally hard-to-reach immigrant populations and linguistically isolated or marginalized immigrant groups by providing:
    - Virtual or in-person presentations
    - Participation in community resource fairs
    - Direct one-on-one outreach through phone calls or virtual and in-person conversations
    - Participation in community meetings
    - Social media events and campaigns
    - Community canvassing
    - Other activities for the purposes of facilitating the flow of information to and from the targeted groups and subcontracted legal and community support service providers, as well as for the purposes of increasing public awareness of immigrants' legal rights.
    - Program outreach efforts encouraging participation by Black and Indigenous immigrants, and other vulnerable populations.
  - ii. **Affirmative Immigration Relief Representation** – Cases which meet criteria to qualify for immigration affirmative relief:
    - Immigrants experiencing or at imminent risk of homelessness
    - Unaccompanied children not in removal proceedings who may qualify for Special Immigrant Juvenile Status
    - Immigrants with disabilities, including deafness, blindness and other conditions that increase vulnerability to fraud or otherwise impact access to immigration legal services
    - Asylum seekers not in removal proceedings

- Survivors of human trafficking, labor exploitation and other violent crime and trauma
- Victims of fraud and the unauthorized practice of law
- Temporary Protected Status (“TPS”) beneficiaries, including initial applications, renewals, re-acquisition of TPS, and adjustment to legal permanent resident status

Subcontracted legal service providers shall provide case management support, to the extent feasible, to ensure linkage to available benefits, resources, and support services for clients and impacted family members and shall track referrals and successful linkage to benefits programs and other support services.

In addition, the Program Administrator is responsible for identifying other emerging needs in response to shifts in immigration policy that impact service providers and the immigrant communities they serve. The Program Administrator may propose to DCBA/OIA, City, and Philanthropic Partners a potential expansion of Program deliverables that address these emerging needs provided they remain consistent with the existing affirmative relief framework and priorities of the Program and funding is available.

- D. Within ninety (90) days of the execution of this MOU, DCBA/OIA through its Program Administrator agrees to provide the City with a report on how the populations described in Section VI.C can access the variety of legal services offered under the Program and provide recommendations to improve and/or remove any barriers to entry into the Program.
- E. DCBA/OIA agrees to allocate one-time funding of \$250,000 of the City’s contributed funds to provide Program outreach and education to veterans of the U.S. Armed Forces, who reside or intend to reside in the City of Los Angeles, through its Program Administrator.
- F. DCBA/OIA agrees to allocate the \$4,000,000 City Funds to the Program, as outlined in Exhibit A “Budget Detail” of this MOU, attached hereto.
- i. Target caseloads for each budgeted component of City Funds shall correspond to performance deliverables as set forth in this MOU and as established by the County as part of the overall Program expectations contracted with the Program Administrator (County Delegated Authority Agreement: CA-22-017).
- G. DCBA/OIA agrees to provide City within ninety (90) days of the execution of this MOU with a status report detailing the transfer and disposition of unresolved cases that were moved from the original Pilot to the current Program.
- H. DCBA/OIA agrees to collect and maintain through its Program Administrator and County contracted third-party evaluator, non-identifying aggregated City client data for all facets of the Program, including those not specifically funded by this MOU.

- i. DCBA/OIA agrees to collaborate with City and its Program Administrator to provide monthly reporting on specific data sets mutually agreed upon by both Parties. (See Exhibit B for City report template.)
- I. DCBA/OIA will attend regularly scheduled meetings with City staff, as requested, to ensure effective communication and operation of the requirements under this MOU.

## **VII. PAYMENTS AND FUNDING**

- A. The City shall provide City Funds to DCBA in the amount of \$4,000,000 payable to DCBA on or before the date which is sixty (60) days after this MOU is fully executed by the Parties.
- B. DCBA agrees to not reduce County funding for the Program as a result of the receipt of City Funds.

## **VIII. NOTICES & APPROVALS**

- A. All notices and approvals shall be directed to and made by the following representatives of the parties:

City:

Community Investment for Families Department  
1200 W. 7th St, Suite 410  
Los Angeles, CA 90017  
Email Address: [ruth.rodriques@lacity.org](mailto:ruth.rodriques@lacity.org)  
Attn: Ruth Rodrigues

DCBA/OIA:

Department of Consumer and Business Affairs  
Hall of Records (HOR)  
320 W. Temple St., Room G-10  
Los Angeles, CA 90012  
Email Address: [dsharp@dcba.lacounty.gov](mailto:dsharp@dcba.lacounty.gov)  
Attn: Daniel Sharp, Chief, Office of Immigrant Affairs

## **IX. SEVERABILITY**

If any provision of this MOU, or the application thereof, is held to be invalid, then that invalidity shall not affect other provisions or applications of the MOU that can be given effect without the invalid provision or application, and to this end the provisions of the MOU are severable.

## **X. EFFECTIVE DATE**

After the MOU has been executed by the City's authorized representative, the effective date of the MOU shall be the date that the MOU is fully executed by the DCBA Director, or designee.

(signature page to follow)

IN WITNESS THEREOF, the County has caused this MOU to be executed by the Director of the DCBA or his designee. The City has caused this MOU to be executed by its duly authorized representative.

LOS ANGELES COUNTY DEPARTMENT OF CONSUMER AND BUSINESS AFFAIRS

By \_\_\_\_\_  
RAFAEL CARBAJAL  
DIRECTOR

Date \_\_\_\_\_

CITY OF LOS ANGELES  
COMMUNITY INVESTMENT FOR FAMILIES DEPARTMENT

By \_\_\_\_\_  
ABIGAIL R. MARQUEZ  
GENERAL MANAGER

Date \_\_\_\_\_

APPROVED AS TO FORM:

DAWYN R. HARRISON  
Interim County Counsel

By \_\_\_\_\_  
Deputy County Counsel

EXHIBIT A – BUDGET DETAIL

<b>Budget Detail</b>	
<b>Cost Category</b>	<b>Budget Amt.</b>
<b>Affirmative Immigration Relief Representation and Community Support</b>	\$3,750,000
<b>Veterans Support</b>	\$250,000
<b>Total</b>	<b>\$4,000,000</b>

EXHIBIT B - CITY REPORT TEMPLATE

Agency name	
Report period	
Number of people served county	
Number of people served city	
Number of people served felony conviction	

GENDER IDENTITY TOTAL					
Male		Trans Female (M to F)		Gender Non-Conforming	
Female		Trans Male (F to M)		Client Refused	

RACE/ETHNICITY	# of people served
American Indian/Alaska Native	
Asian	
Black/African American	
Native Hawaiian/Other Pacific Client	
Islander	
White	
Hispanic/Latino	
Refused	

COUNTRY OF ORIGIN	
List all countries of origin	

LANGUAGE OF ORIGIN	
List all applicants language	

U.S. VETERAN STATUS	Yes		No	

BRANCH OF SERVICE					
Army		Air Force		Coast Guard	
Navy		Marine		Client Refused	

<b>SERVICES PROVIDED</b>	
Number of veteran outreach events	

Type of Event (list all, e.g. virtual, one on one, presentation, social media outreach campaigns)	Number of Events
1.	
2.	

Subcategory for Event (list all, e.g. in person, flyer, tabling, meeting)	Number of Events
1.	
2.	

Ethnicity	Number of Attendees at events
Hispanic Attendees	
Black	
Indigenous (Other Asian)	
Black Hispanic (OTHERS)	
Cambodian	
Chinese	
Filipino	
Japanese	
Korean	
Vietnamese Attendees	
White (Non-Hispanic)	
Total	

<b>Affirmative Immigration Relief Representation</b>	
Immigrants experiencing or at imminent risk of homelessness	
Unaccompanied children not in removal proceedings who may qualify for Special Immigrant Juvenile Status	
Immigrants with disabilities, including deafness, blindness and other conditions that increase vulnerability to fraud or otherwise impact access to immigration legal services	
Asylum seekers not in removal proceedings	
Survivors of human trafficking, labor exploitation and other violent crime and trauma	
Victims of fraud and the unauthorized practice of law	
Temporary Protected Status (“TPS”) beneficiaries, including initial applications, renewals, re-acquisition of TPS, and adjustment to legal permanent resident status	