

1.1 Action on Program Development and Impact Committee Charter



The State Bar of California

Legal Services Trust Fund Commission (LSTFC) Program Development and Impact Committee Charter

I. Purpose and Role

The purpose and role of the Program Development and Impact Committee is to advance the LSTFC's support for legal aid through new initiatives, innovations, and stakeholder engagement while ensuring effective evaluation and communication of program impacts.

II. Organization

Membership Information

The Program Development and Impact Committee shall consist of six to eight commissioners and be led by a Subcommittee Chair, all of whom must be current LSTFC commissioners. The Program Development and Impact Committee Chair shall be selected from among the committee members.

Meetings

The Program Development and Impact Committee will meet four to six times per year, or at a frequency deemed appropriate by the Program Development and Impact Committee Chair. Quorum is governed by the State Bar Rules. The Program Development and Impact Committee will report on its actions and activities at each regular meeting of the LSTFC. Emergency action taken by the Program Development and Impact Committee, and in coordination with the LSTFC Chair(s), will be reported back to the full LSTFC.

III. Authority and Responsibilities

The authority and responsibilities of the Program Development and Impact Committee are as follows:

- Approve requests for proposals (RFPs) and recommend awards for new types of funding. RFPs generally identify grant timelines, eligibility criteria, scoring rubrics, reporting requirements, and similar parameters. The committee may approve awards for new types of funding if the LSTFC delegates that authority—e.g., to address an urgent need.
- Approve significant changes to RFPs for recurring types of funding. Technical updates to RFPs that are solely to allow for the next cycle of a recurring grant and/or that are necessary to comply with a governing statute, regulation, or LSTFC resolution would not need committee or LSTFC approval.
- Help score proposals for new types of funding.
- Explore ways to refine the LSTFC's reporting framework to reduce burdens on grantees and promote impactful communications with stakeholders.

- Encourage innovations in legal aid delivery.
- Engage and foster partnerships with other agencies, funders, and stakeholders.
- Support the communication of results and community needs to external stakeholders.
- Pursue opportunities to support grantees in increasing access to civil justice in California.

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