

**CONNECTICUT BAR FOUNDATION
2021 IICJ GRANT APPLICATION FORM
INTEREST ON LAWYERS' TRUST ACCOUNTS
INTEREST ON TRUST ACCOUNTS
COURT FEES GRANTS-IN-AID
JUDICIAL BRANCH GRANTS-IN-AID**

September 18, 2020
Date

The Children's Law Center of Connecticut, Inc.
Name of Organization/Program

30 Arbor Street, Suite 208
Address

<u>Hartford</u>	<u>CT</u>	<u>06106</u>
City	State	Zip Code

<u>Justine Rakich-Kelly,</u>	<u>Executive Director</u>	<u>860.232.9993</u>
Contact Person		Telephone

Justine@clcct.org
Email Address

Amount of Funds Requested \$ 210,000

Funds

**1. Describe the organization's expected use of IICJ funds during the next year.
Include:**

- a. A one paragraph summary of the primary functions, goals and objectives of the organization and how, if at all, they have changed in the past year**

The primary function of the Children's Law Center (CLC) is to provide the best possible legal representation of indigent children in Family Court. The cases assigned to CLC are the worst the Courts see and all include exacerbating conditions such as addiction, domestic violence, abuse, neglect, incarceration, mental illness, chronic police involvement, or chronic conflict. These issues, combined with a severe lack of resources, put our young clients at significant risk at the hands of their parents. CLC is present to keep the focus on the most critical parties in the case, the children. Our work focuses on two key areas: advocating for children in court so that their legal, physical, and emotional needs are met and educating parents regarding the impact of conflict on their children. Our goal is that every indigent child in Connecticut who needs legal representation in Family Court has it, regardless of their parents' inability to pay.

- a. The role of IICJ funds in achieving the goals and objectives**

All IICJ funds are designated exclusively to underwrite the salaries, payroll taxes and benefits of the CLC staff attorneys representing children in Family Court. IICJ directly supports the primary services of our Legal Representation Program and our ability to help impoverished children in Connecticut.

b. The organization's geographic service area and client base

CLC accepts cases in all 13 judicial districts. With few exceptions, all clients served by CLC are children whose parents are indigent and are embroiled in high conflict custody and visitation cases in Family Court. A judge performs an initial determination that a family is eligible for our services; this office then completes a financial eligibility screening as well. In addition, with permission of the CT Bar Foundation, we have expanded services to accept a small number of modest means cases as well.

2. Describe the organization's use of IICJ funds during 2020. Include:

a. Any variation from the 2020 application submitted.

All IICJ funds received have been designated exclusively to underwrite the salaries, payroll taxes and benefits for the CLC staff attorneys representing children in Family Court. There has been no variation from the application.

b. Caseload information using the attached Caseload Report Forms.

The Caseload Report Forms are attached.

3. List your organization's sources of funds other than IICJ for 2020, including grants, donations, matching funds, and in-kind contributions, and include an explanation of any projected significant changes in funding (positive or negative) expected in the 2021 grant year.

2020 Grants include:

American Savings Foundation	\$ 5,349 (summer intern; spec to lawline) (rec'd)
American Savings Foundation	\$ 70,000 (spec to Legal Rep) (anticipated)
American Savings Foundation	\$ 12,000 (spec to Families in Transition) (anticipated)
Charles Nelson Robinson Fund	\$ 5,000 (rec'd)
Community Chest N. Britain & Berlin	\$ 7,500 (rec'd)
Comm Fdn Eastern CT	\$ 2,500 (anticipated)
CT Community Fdn (Waterbury)	\$ 9,544 (rec'd)
Ensworth	\$ 10,000 (rec'd)
Farmington Bank Community Fdn	\$ 3,500 (rec'd)
Hartford Wolf Pack	\$ 5,000 (rec'd)
Long Foundation	\$ 3,000 (spec to law line) (rec'd)
New Alliance Bank Fdn	\$ 5,000 (rec'd)
SBM Charitable Foundation	\$ 23,000 (rec'd)
State of CT budget line item	\$ 92,444 (of which \$69,333 has been rec'd)
State of CT, OCPD	\$ 10,000 (lawline only) (rec'd)
XL Catlin	\$ 3,000 (rec'd)

Fees - \$357,400, \$122,928 has been rec'd as of 8/31/20.

Individual Donations - \$41, 800, \$31,012 has been rec'd as of 8/31/20.

Events - \$147,000 including sponsorships, \$18,037 has been rec'd as of 8/31/20.

2020 grants that will not be included in the 2021 budget, due to a required gap year:

- Charles Nelson Robinson Fund
- Long Foundation

4. Give details of the organization's system for the safekeeping and investment of grant funds, including IICJ funds.

CLC adheres to strong fiscal management practices and is guided by well-respected accounting and financial professionals. All funds are deposited directly into a checking account. When cash on hand exceeds immediate needs, funds are transferred to a money market account. CLC maintains a trust account with SEI through the New England Financial Group, LLC. CLC has an Investment Policy Statement, which is reviewed annually by the Finance Committee. The CLC management adheres to adopted Financial Policies that outline the procedures for checks and balances and other financial safeguards.

The CLC Board Treasurer, who is an experienced CPA at blumshapiro, has monthly access to the organization's financial statements. He, along with the Financial Manager, prepares monthly budget reports which are distributed to, and reviewed by, the Board of Directors. Budget reports and cash flow statements are discussed regularly at CLC board meetings (which are held at least nine times per year).

An independent audit is conducted annually.

5. Provide financial information as requested on the attached Budget Forms. The 2020 Budget to Actual Expense Reports are due by March 31, 2021. The forms will be emailed to you.

NOTE: If the organization wishes to carryover up to 10% of the 2020 grant year IOLTA/IOTA/CFGIA funds to the 2021 grant year, a written request and revised budgets for 2020 and 2021 must be submitted by March 31, 2021. Such request will be subject to approval by the Connecticut Bar Foundation Board of Directors. JBGIA funds cannot be carried over to the following grant year.

6. If you use, or if within the past three years you have used, IICJ funds in connection with representation of other organizations (as distinct from the representation of individuals):

CLC does not utilize IICJ funds to provide representation to other organizations.

- a. List any organizations that have received such representation during the previous twelve months.**
- b. Describe any guidelines established for the use of IICJ funds in such representations.**

7. Describe any contingency or other plans to continue the operations and programs of the organization in the event that IICJ funds decrease or cease,

including the agency's projected reserve funding available for operating expenses at the start of 2021, expressed as a percentage of the proposed annual operating budget.

We continue to run the organization efficiently and conservatively and with the support of generous and loyal funders, we are confident of our future and our ability to sustain our much needed programs.

As of August 31, 2020, CLC maintained cash in the amount of \$604,371, as well as Board restricted investment accounts totaling \$686,509. Combined, these accounts are \$580,000 higher compared to August 31, 2019. While these funds look strong, representing 100% of our 2021 proposed annual budget, the influx of cash on hand is due to a 3 quarter FY21 prepayment from the OCPD which is applicable in part to 2021 fees as well as the Small Business Administration's Economic Injury Disaster Loan which requires repayment with interest. Furthermore, given the plummeting caseloads during the early stages of the pandemic, we are all but certain that the OCPD's last quarter payment will not come to fruition. Thus, the 2021 budget is predicted to be a large deficit budget which will force us to rely on the reserve funds we currently have on hand.

It should be noted that one year ago CLC had \$40,000 in liabilities, whereas today we carry \$618,000 of liabilities, consisting of \$26,000 IOLTA Client Fund Retainers; \$262,000 OCPD funding; \$160,000 Economic Injury Disaster Loan and \$167,000 Cares Act PPP. While we expect the PPP loan to be forgiven, there is still the possibility that it will need to be repaid.

Revenue streams continue to diminish in 2020 and are anticipated to remain lower than pre-pandemic levels during 2021. Were IICJ funding to decrease further or cease entirely, we would be forced to deplete our reserves. We would then need to implement contingency plans beginning with staff furlough days. Staff reduction or layoffs could result in retracting services in remote jurisdictions. Service reduction would be the last possible solution to budget constraints.

Client Services, Community Involvement and Collaborative Efforts

- 8. Describe the goals, activities, and accomplishments of any collaborations between your agency and other services providers or organizations (including government agencies) that serve your client community.**

While limited at this time due to COVID-19, CLC has entered into a collaboration with the Institute of Living (IOL), a division of Hartford Hospital. IOL provides a fellowship program for psychiatrists to be trained in forensic work. Via the collaboration, CLC is able to access free psychiatric evaluations for our clients' families and the IOL fellows acquire much needed experience under professional supervision. The cost of these evaluations in the private market is anywhere from \$6,000 - \$10,000; thus, without this collaboration, our families would simply not have the benefit of this service.

- 9. If any government agency is obligated to provide any of the services that your agency provides, explain and include a description of how your work relates to that provided by the government (e.g. how it differs, how your agency has influenced the government agency's work, how your agency collaborates with the**

government agency).

The Office of the Chief Public Defender (OCPD) is statutorily mandated to provide oversight to and fund the representation of children of indigent parents in Family Court in Connecticut. The OCPD does not, within their office, represent children in Family Court. Rather, they contract the service to private attorneys and CLC. The contract for these services is woefully insufficient for a private attorney to maintain a practice if the work is performed with the level of training, commitment and time required to not just provide adequate representation, but to provide excellent, high quality representation.

For Legal Representation, the state pays a \$750 fee per child represented, however our actual costs are closer to \$1,700, leaving CLC with a \$950 shortfall per client. The fee the state pays CLC is constant, regardless of the duration of a case.

10. Identify and briefly describe other legal services providers, government agencies or entities which provide legal services similar to those offered by your agency within your service territory.

The services provided by The Children's Law Center are unique, innovative and unduplicated by any other organization in Connecticut, and we remain a statewide model of excellence.

Lawyers for Children America and The Center for Children's Advocacy also represent children, but in different venues. CLC is the only Connecticut organization which focuses solely on the representation of children in Family Court.

11. Detail and provide examples of community involvement and support for your organization's programs.

We are grateful for the community support we receive and the volunteers who dedicate their time to our mission, beginning with our 14-member Board of Directors who are fully engaged, meet regularly a minimum of 9 times per year, and serve on Board committees. These volunteers represent a cross-section of the professional community from the legal, mental health, financial, corporate and other fields.

We also work with many professionals in the community in securing much needed pro bono services for our clients and their families. In addition to the collaboration with the faculty of the Hartford Hospital's Institute of Living, other professionals such as psychologists perform pro bono services for CLC's clients and their families.

We partner with other community leaders and organizations for fundraising opportunities such as our partnership with The Travelers Championship/Birdies for Charity.

Our donors generously support us annually and number approximately 500. In the past, approximately 300 community leaders, influentials and friends attended our annual major fundraiser. Due to COVID-19 safety protocols, our annual Gala will be a virtual event this year, allowing us to reach, and receive support from, a wider audience than in past years.

We are grateful for the support of more than 28 private and community foundations.

12. Describe your most recent priority setting process including the involvement of your clients and other stakeholders.

Because our clients are children, CLC does not involve them in our priority setting process. Our 2018 Strategic Plan expanded our mission, enabling CLC to provide legal Representation services for children of parents of modest means on a sliding scale. Because of COVID-19, our focus has shifted solely to maintaining our programs during this Crisis, however we intend to further explore this expansion of services at a later time.

Management and Staffing

13. Describe the organization's management and staffing and include how changes in IICJ funding have impacted the organization (i.e., hiring, downsizing, furloughs, reduction in services, if any) over the past two years. Please attach an organizational chart showing your staffing structure.

2020 is the 20th year that Executive Director, Justine Rakich-Kelly, has led the Children's Law Center and she has been a dynamic influence and guiding force in program development and organizational growth. She is responsible for the overall management and administration of the organization and its programs. She is the ambassador for CLC and is ultimately responsible for the organization's consistent achievement of its mission and financial objectives. The Executive Director reports to and works collaboratively with the Board of Directors in leading CLC to achieve a more mature organization capable of delivering on its long-term vision. She oversees and ensures that all fiscal, operations, development, human resource, technology and programmatic strategies are effectively implemented in accordance with CLC's strategic plan.

Deputy Director, Randa Hojaiban, carries a partial legal caseload, provides case management and oversight for staff attorneys, and fulfills the human resources responsibilities for the organization. She is also responsible for the management of the organization's outcome measurement systems and outcome reports, as well as overseeing IT and other operational areas. The Director of Development, Deb Shulansky, is responsible for all fundraising, marketing and advancement activities and overall fiscal health. Together, the three form a management team that meets regularly to review, strategize and make decisions about the organization's day-to-day operations and programs.

As of late March, Attorney Kathryn Phillips is no longer employed by CLC, opting to remain at home with her children. The Legal Representation program is now staffed by four full-time attorneys and one part-time attorney. Each attorney carries a caseload primarily in one jurisdiction, although some attorneys cover more than one jurisdiction based on caseloads. A full-time staff Social Worker provides support and consultation for staff attorneys in identifying the needs of our clients and their families and providing referrals to community resources.

The CLC staff is assisted by a Professional Assistant and the Director of Development is supported by a Development and Marketing Associate.

CLC appreciates that our percentage of funding from CBF has not changed significantly in

the past 5 years and we fully comprehend the difficult choices that the Foundation faces when making these funding decisions, especially in light of COVID-19.

14. Describe your organization's use of volunteers, students, interns, and other non-full time employees to provide any or all of the services offered or to support the provision of such services. Explain any limitations or constraints on the use of such resources.

COVID-19 and the need to work remotely has forced us to make modifications to the way in which we utilize volunteers, students, interns, and other non-full time employees:

Historically clients have benefited from a number of pro bono services from the mental health and legal communities:

- CLC has a collaborative relationship with the Institute of Living (IOL).
- Our staff social worker attends regular monthly meetings with area attorneys, mental health professionals and post-doctoral fellows at the IOL for professional development focused on incorporating a mental health component into the legal work.
- Across the state, psychologists volunteer their time to perform free or low cost evaluation services for CLC cases.
- Each attorney at CLC is a recipient of a free membership to Child Custody Analytics, which provides a database of information regarding the recent trends in child psychology and development. This membership allows us to access the most up to date studies, journals and reports relevant to the children we represent and the families who are struggling to provide for their care.

In addition to our volunteer Board, we receive volunteer support which is crucial to the success of our programs.

Our Families in Transition Program is supported by volunteer mediators who constitute a roster of approximately 30 trained family law attorneys and mental health professionals.

Although we currently maintain a consulting contract with a financial manager, financial oversight of the organization is provided by the generous in-kind services of Jonathan H. Fink, CPA, who serves as our board treasurer.

The Children's Law Center also hosts volunteer interns from colleges, universities and law schools. Each year, approximately 12-15 interns work alongside our attorneys and social worker to support our work while learning about the family court process. Due to COVID-19, we have fewer interns this year and they work remotely with our attorneys and social worker.

The Children's Law Center is proud to have been chosen for a fifth year by the University of Connecticut, School of Law, to host a Roisman Fellow during the 2020-21 academic year. Due to COVID-19 we declined the Roisman Fellow for the Fall, 2020 semester. We will re-assess CLC's ability to provide an in-person experience for a Roisman Fellow for the Spring 2021 academic semester.

Our largest fundraising event of the year is facilitated by an active volunteer planning committee. This event owes much of its success to the energetic team of approximately 10-

15 community and business members. This year, due to COVID-19, our fundraising event will be virtual. Area businesses and individuals donate substantial in-kind goods and services for our on-line auction, which contribute significantly to the event's income.

15. Explain your quality assurance practices and procedures, including a description of:

a. Methods for case and work assignment

The Family Court makes the initial appointment of CLC to a case after a finding that the parties qualify as indigent. The Deputy Director then assigns the case to the staff attorney assigned to that jurisdiction. Each full-time attorney carries an average of 35-40 cases. Upon assignment, the staff attorney performs a Financial Eligibility Assessment to determine that the family qualifies for our services.

b. Procedures for reviewing/supervising work

The Executive Director and Deputy Director share the duties of supervising office staff and providing casework oversight to staff attorneys. Staff attorneys communicate regularly with management and each other, conducting case review conferences on an as needed basis. Once a month, the professional staff participates in case review sessions during which they provide peer review and support. The Deputy Director monitors each attorney's case activity. Each month, attorneys are provided with their case statistics and any issues are addressed. Quarterly, the Deputy Director meets with attorneys individually to assess and discuss caseloads and address any outstanding issues. Attorneys' files are maintained in a consistent manner throughout the organization. Any peer should be able to pick up an attorney's file and know where each type of document is stored. If an attorney is unavailable when a matter emerges on a case unexpectedly, another staff attorney is able to pick up the file and be prepared to handle that matter without delay.

c. Methods for obtaining and responding to client feedback

CLC is diligent about providing high quality, effective services and working in the best interests of our child clients. We have comprehensive outcome measurements in place to continually assess our performance. In response to Questions #16 & 19 below, we detail our evaluation processes and the 2019 outcomes for our Legal Representation program. We do not obtain feedback directly from children because we consider it a priority to keep children out of the middle of the conflict.

On the rare occasion of a complaint, the Deputy Director is available and responds swiftly to any parent, making a note of the complaint and discussing the issue with the attorney involved.

d. Any other significant quality control methods or practices

CLC utilizes a checklist system designed to ensure that all staff attorneys are consistent in their gathering of information and completing steps required for a complete investigation. This includes getting financial information and qualifying cases, obtaining releases, meeting with parents, meeting the clients, doing home visits and contacting collateral sources. All of this is done in collaboration with our social worker. These activities are recorded on the checklist. If the task is not performed, the attorney includes an explanation which is approved by the Deputy

Director (for example, if a parent is incarcerated, a home visit is not possible in that parent's home). CLC staff attorneys have substantial training in family law. We encourage staff training and development at the local, regional, and national level.

Evaluating Programs and Operations

16. Describe any evaluation and assessment tools the organization uses to measure effectiveness.

The Legal Representation program has operated successfully for the past 26 years. To evaluate this program, we conduct an annual outcome measurement process consisting of surveys and interviews. Twice a year we survey any attorneys who were involved in our cases. At the close of every case, CLC attorneys complete a survey which consists of issues and weaknesses apparent at the intake of the case; interventions that may have been offered, success in Court and level of conflict at case initiation and at the end of the case. At least biennially, the Executive Director meets with judges before whom we appear to inquire about our services. We explore strengths and weaknesses of our program, changes the judge would suggest, observations about our work, and overall impressions of CLC attorneys. We are gratified to know that judges highly respect our work and programs. We also email surveys to parents after our office closes a case. However, the response rate of these surveys is too low to provide adequate feedback.

17. Identify current priorities and provide any existing documents that identify such priorities.

Due to COVID-19 CLC's main priority, which always is our Legal Representation Program, is underscored by a need to keep our doors open to serve at risk, indigent children and the community during this crisis. The major expense to keep this vital service operating is payroll.

COVID-19 has exacerbated an already critical need for CLC's services. A focal point is to successfully navigate the constantly changing environment and protocols and the continued financial fallout. Presently, access to the Courts remains limited. The Court is holding status conferences and pre-trials via Microsoft Teams. New filings are being calendared into next year. All trials were postponed and are just getting scheduled. Because of the reduction of filings, CLC's appointments for Legal Representation had been significantly reduced March - July, however, we were appointed to 23 new cases regarding 36 children in August, 2020.

With extended limited access to the Court, parents have little recourse to resolve issues and continue to turn to us for help. We anticipate that the impact of a pent up demand for resolution of family conflict will generate an onslaught of new cases when the Courts do reopen. This demand will create additional stress on CLC's already strained financial resources and staff time. With job losses ballooning due to COVID-19, more people will enter that indigent category required for court appointment of a CLC attorney.

18. Provide any evaluation reports, along with any management response from any formal or informal, internal or external, evaluations of your programs or operations received within the past twelve months.

The following comments about CLC and our work were elicited by Executive Director, Justine Rakich-Kelly, during her most recent interviews with Family Court judges, in order to help evaluate our Legal Representation Program:

"When I take the bench and see The Children's Law Center is there, I think to myself, thank God!"

"Love that CLC can help find therapists and other programs a family might need".

"Needed, child focused, driven to protect the young clients".

"Always so well prepared and have a good grasp of all of the issues confronting a family".

"ALL the CLC attorneys are great. Second to none".

"Excellent demeanor with parents".

"Impart empathy and compassion".

The impact our work has on a child and a child's family is best illustrated through a story:

The Children's Law Center was appointed to represent 12 year old, Ashley, whose parents, Connor and Betty, had been embroiled in a strenuous custody battle for 6 years. After four years of marriage, Ashley's parents decided to separate and Ashley went to live with her Father. Betty had had sporadic contact with Ashley before and after the separation but during one of her visits with Ashley, Betty said Ashley told her that she and her father had a secret. Betty assumed it was sexual in nature and thereafter refused to allow any contact between Ashley and Connor.

After numerous failed attempts to see his daughter, Connor filed in family court. Betty was ordered by the court to contact the appropriate authorities to investigate the sexual abuse allegations, which were never substantiated. When Betty and Connor divorced, the court ordered that Connor be reunified with Ashley in a therapeutic setting. Betty did not cooperate with facilitating the reunification and after many failed attempts, Connor gave up. Five years then passed before Connor tried again to have contact with his daughter. When Ashley was 12, Connor again filed in family court, at which time a CLC attorney was appointed to represent Ashley's best interests.

Ashley was vehemently opposed to seeing her Father, even with supervision, yet she talked with CLC's attorney about many positive experiences with Connor. Ashley also said that Connor was a deadbeat father who never loved her and didn't pay child support. She said he was a liar. When CLC's attorney asked how she knew all of this after having no contact for 5 years, she said she had overheard things and read her Mother's court diary. CLC's attorney recommended a psychological and custody evaluation on the family: it was concluded that Ashley's Mother had severely alienated her against her Father. Because of the extent of the alienation, CLC's attorney mediated an agreement whereby Ashley would be removed from Betty's care to participate in an intensive, immersive reunification program with Connor. At CLC's recommendation, Betty entered into treatment as well, with a provider well versed in alienation cases. Everyone recognized that this was a long and difficult road, however, this was what was in Ashley's best interest in the long run.

With CLC's help, Betty came to understand that her attempts to alienate Ashley against her father had a negative impact on Ashley's mental health and stability. Through hard work, Ashley and her father have rebuilt their relationship and Betty is not working to reestablish a relationship with Ashley. CLC continues to monitor this case extensively. Once Betty progresses in her individual treatment so that she understands she cannot fall back into old habits, a parenting plan incorporating both parents equally will be the next step. Now Ashley spends time with her Mother and is once again forming happy memories with her father.

19. Provide any outcome reports or measurements and describe any program or delivery service changes made in response.

- CLC represented 588 children statewide, an increase of 6.5% from 2018.

- 96% of orders entered by family court judges reflected CLC attorney recommendations, focusing on the best interests of children.
- 83% of cases remained closed after CLC involvement/agreement, indicating positive resolutions/no re-emerging issues, an indicator of increased stability for the children involved.
- After CLC involvement, attorneys indicated parental conflict decreased in 78% of our cases, allowing children to thrive, to grow up happy and healthy and meet major life milestones.
- Attorneys assessed that family environments improved in 71% of cases, indicating reduced stress and trauma on the children living in these homes.
- Agreement was reached in 80% of cases; 20% of cases required a trial or hearing compared to 48.13% of cases (FY 7.1.18-6.30.19), minimizing stress that parental conflict has on children.
- Attorneys assessed co-parenting had improved with CLC's help in 50% of cases, indicating that parents' communication skills have improved and they can make decisions together regarding their children's best interest.
- In 37% of cases, our attorneys collaborated with our mental health professional, providing additional support for children and families involved.

Other

20. Describe efforts your organization engages in to promote racial and/or gender equity in areas such as staffing, employment policies, board composition and recruitment, and/or client services, if any. If available, please include staff and board demographics for your organization.

The Children's Law Center is committed to promoting racial and gender equity. Please see our non-discrimination policy (*attached*) and our recent [statement on racial justice](#) located on our website, www.clcct.org.

Since its founding, the Children's Law Center has sought to address inequity and injustice in the representation of children in family court. While the Court ultimately decides which children CLC attorneys represent, the Board reviews the breakdown of race and ethnicity annually. This is closely monitored, with continued exploration of ways to reach a more diverse population. In 2019, our Legal Representation Program served 588 children: 41% (241) of clients were White, 20.3% (120) Bi-Racial, 14.2% (83) Black, 21.2% (125) Hispanic, 1.4% (8) Asian, 1.6% (9) Other, 53% (310) were female, 47% (276) were male.

Staff Demographics - Ethnicity

African American/Black	0
Asian American/Pacific Islander	0
Caucasian	10
Hispanic/Latino	0
Native American/American Indian	0
Other	1

Staff Demographics - Gender

Male	1
Female	10

Our Board Governance Committee is prospecting candidates, including those who could further the ethnic diversity of our Board.

Board Demographics - Ethnicity

African American/Black	1
Asian American/Pacific Islander	1
Caucasian	12
Hispanic/Latino	0
Native American/American Indian	0
Other	0

Board Demographics - Gender

Male	6
Female	8

21. Describe any effects of the COVID-19 pandemic on your organization, including:

a. Effects of reduction in CFGIA funding from the levels projected in the 2020 grant award on the organization's operations, services provision, and planning and steps taken in response

CFGIA funding is on average \$13,500 per month. Once the pandemic hit, this amount was reduced by almost 50%, averaging a monthly amount of \$7,500. Due to this and other funding cuts, as well as plummeting caseloads, we used the shared work program of the Department of Labor, allowing us to reduce staff to 50%. Because staff was allowed to recover unemployment benefits for the remaining 50%, this arrangement allowed CLC to save resources while the staff was almost made whole.

Because of the CARES Act, we applied for the PPP loan and were able to reinstate staff to full time through June and July until those funds were expended. We then reverted to a shared work model at 60% work. As the Courts find ways to reopen and our appointments begin to rise, we suspect we will not be able to sustain the staff at 60% because their caseloads will be too great for a partial work week. Thus, in the months to come, we foresee a greater gap in monthly income vs. expenses.

We were fortunate to have applied for and been approved for a number of grants and low interest loans that we will rely on to see us through to the end of the year.

Looking ahead, CLC's Executive Director is in conversation with our landlord to reduce our office space. This would result in a significant rent reduction and a decrease in CLC's overall expenses, beginning in 2021.

b. Unanticipated reductions in revenue other than IICJ in 2020

In addition to the reduction in IICJ revenue, a historically consistent grantor did not extend CLC the opportunity to apply for \$15,000 of funding in 2020. CLC has lost a minimum of \$30,000 of Gala sponsorship renewals. Additionally, securing revenue generating auction item donations during the pandemic is a challenge.

Our 2019 Gala netted a record \$130,000, while the 2020 Gala (November) projects a net revenue of \$60,000. This would result in a 2020 revenue loss of \$70,000 just from this one event. Several smaller planned 2020 events have been canceled.

c. New or supplemental funding awarded or anticipated for 2020 and 2021 related to the Covid-19 pandemic

The Children’s Law Center received the following state or federal loans as a result of COVID-19:

State and Federal Loans

- Cares Act PPP (approved 4/29/2020 in Round 2) \$ 167,000
- Economic Injury Disaster Loan Emergency (EIDL) \$ 160,000
- HEDCO line of credit – approved \$ 75,000 (*not utilized*)

Grants:

- HFPG Emergency Grant \$ 25,000
- CT Community Foundation (increase in grant due to COVID) \$ 4,455

21. Briefly share any other information about your organization which will assist the Grantmaking Committee in evaluating your application.

The Children’s Law Center’s historically strong financial position has always enabled us to have confidence in our future stability. Our prior years’ revenue, expenses and client service needs have enabled us to effectively predict our budget and program needs for the following year. COVID-19 creates an unprecedented environment: we cannot, with confidence, ascertain our future revenue streams from the State of Connecticut, grant funding, donors and events. We are quite certain that given the impact of COVID-19, the need for our services will only increase, especially as a greater number of people become eligible for CLC’s legal representation services because of lost wages.

If there are any questions, please contact Liz Drummond at liz@cbf-1.org or Anne Goico anne@cbf-1.org.