



**FISCAL YEAR 2025-26  
FAMILY JUSTICE CENTER (FJ) PROGRAM SUPPLEMENTAL**

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The Provisions of this Program Supplemental provide the programmatic requirements and supersede previous Non-Competitive Funding Opportunities and conflicting administrative and fiscal requirements in the [Subrecipient Handbook \(SRH\)](#). Applicants are strongly encouraged to review the SRH, which outlines the requirements that apply to Cal OES Victim Services Branch Grant Subawards.

A. PREREQUISITES

At the time of the submission of the Grant Subaward Application, Applicants must:

- **Not** have an exclusion record within SAM.gov. An exclusion record within SAM.gov indicates that a contractor (agency) is listed in the federal government-wide system for debarment and suspension. An agency that is debarred or suspended is excluded from activities involving federal financial and nonfinancial assistance and benefits. [Check SAM status](#).
- Be registered with the California Department of Justice's Registry of Charitable Trusts with a "current," "exempt," or "pending" status (applied to non-profit organizations only). [Check non-profit status](#).
- Have a current registration on the IRS Tax Exempt Organization Search website (e.g., must not be on the Auto-Revocation List). If an Applicant is on the Auto-Revocation List, they must provide documentation that substantiates they have been reinstated. [Check IRS Status](#).
- Have an "active" status and "good" standing for both the Secretary of State and Franchise Tax Board on the California Secretary of State website. [Check California Secretary of State status](#).

- Upload the written Proof of Authority by the governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority to the Authorized Agent to enter the Subrecipient into Grant Subaward with Cal OES.

The written authorization must include the name of the Cal OES Program(s) or state "All Cal OES Programs," state the individual(s) (by title) authorized to act as the Authorized Agent (as indicated on the applicable Grant Subaward Contact Information form in GCS). Include the signature of the governing body representative, include the date signed, and state the Authorized Agent has authority to enter into Grant Subaward (this includes subsequent amendments unless otherwise stated).

- The FJC Subrecipients which are currently funded through the FJ Program that meet all requirements of the [California Penal Code § 13750-13751](#), will be eligible to apply non-competitively.
- The emerging FJCs which are currently funded through the FE Program that prove to be fully operational and that meet all requirements of [California Penal Code § 13750-13751](#), will be eligible to apply non-competitively. To ensure the FE Program applicants meet this eligibility requirement, Cal OES will conduct on-site Pre-Subaward Performance Assessments prior to awarding grant funds.

To remain eligible for payment of Grant Subaward funds, Subrecipients must maintain the above requirements throughout the Grant Subaward performance period.

## B. FUNDING INFORMATION

The Program is supported through 2025 State General Fund (FJC0). There is no match requirement.

Eligible applicants will be awarded an allocation of \$312,500 for the twenty-four-month Grant Subaward performance period.

## C. PROGRAMMATIC INFORMATION

### 1. Background Information/Program Description

The 2025-26 State Budget Act appropriated \$10,000,000 to provide grants to Family Justice Centers throughout the State to support and provide legal services to victims of domestic violence, intimate partner violence, sexual assault, child abuse, elder abuse, transnational abandonment, and human trafficking, and to help victims file petitions for protective orders, including domestic violence restraining orders and gun violence restraining orders.

### 2. Programmatic Components

#### a. Hours of Operation

Subrecipients must be operational (open to the public) a minimum of 40 hours per week.

#### b. Victim/Survivor Services

Subrecipients must provide services to victims/survivors of one or more of the following crimes:

- Domestic violence
- Sexual assault
- Elder or dependent adult abuse
- Human trafficking

#### c. Personnel

Per [California Penal Code §13750](#) staff members at a FJC may be comprised of, but not limited to, the following:

- Law enforcement personnel
- Medical personnel

- District attorneys and city attorneys
- Victim Witness Program personnel
- Domestic violence shelter service staff
- Community-based rape crisis, domestic violence, and human trafficking advocates
- Social service agency staff members
- Child welfare agency social workers
- County health department staff
- Welfare and public assistance workers
- Nonprofit agency counseling professionals
- Civil legal service providers
- Supervised volunteers from partner agencies
- Other professionals providing services

d. Operational Agreements

Operational Agreements (OA) with the following victim/survivor service provider agencies are required:

- Domestic violence
- Sexual assault
- Elder or dependent adult abuse
- Human trafficking

An OA (also referred to as a Memorandum of Understanding) is a formal agreement, without the exchange of money, between a

Subrecipient and one or more participating agency/organization. The OA reflects the roles each agency/organization will play in achieving the goals and objectives of the Grant Subaward (*SRH Section 7.005*).

e. Assistance with California Victim Compensation Board (CalVCB) Claims

Subrecipients are strongly encouraged to assist victims/survivors with applying for compensation benefits through CalVCB. Activities may include:

- Advising of the availability of such benefits.
- Assisting with application forms and understanding procedures.
- Obtaining necessary documentation to support the claim.
- Monitoring claim status.

Subrecipients are also strongly encouraged to allocate funds for tablets or mobile communication devices and cellular service to swiftly facilitate the on-line application process in the office or in the field.

D. PROGRAM REPORTING REQUIREMENTS

Progress Reports serve as a record for the implementation of the Grant Subaward. Statistics for Progress Reports must be collected on a quarterly basis, even when reporting occurs less frequently. The following reports are required:

1. Cal OES Progress Reports

There are eight Progress Reports required for the Program. See the chart below for report periods and due dates.

Report	Report Period	Due Date
1st Report	April 1, 2026 – June 30, 2026	July 30, 2026
2nd Report	July 1, 2026 – September 30, 2026	October 30, 2026
3rd Report	October 1, 2026– December 31, 2026	February 1, 2027
4th Report	January 1, 2027 – March 31, 2027	April 30, 2027
5th Report	April 1, 2027 – June 30, 2027	July 30, 2027
6th Report	July 1, 2027 – September 30, 2027	November 1, 2027
7th Report	October 1, 2027– December 31, 2027	January 31, 2028
Final Report	January 1, 2028 – March 31, 2028	May 1, 2028