

# CITIES & COUNTIES FOR **Fine and Fee Justice**

## **Application**

Please carefully review the network [Frequently Asked Questions](#) prior to starting your application. If you have questions, please email Kasandra Kachakji at [kasandra@policylink.org](mailto:kasandra@policylink.org).

## **Team Information**

Each jurisdiction must form a team to participate in the network. Each team must include (1) a senior government staff person who will serve as the coordinator for the team's work; and (2) a government official elected jurisdiction-wide. These individuals must be identified in the application. You may list additional team members now if you know them. We anticipate that some applicants may build out their teams later. Please provide information regarding your team, as requested below.

1. Name of Jurisdiction (e.g., City of Memphis or Alameda County):
  
2. Team Coordinator
  - a. Name:
  - b. Title/role:
  - c. Office, Agency, and/or Department:
  - d. Email:
  - e. Phone Number:
  
3. Government Official
  - a. Name:
  - b. Title:
  - c. Office E-mail:
  - d. Office Phone Number:
  
4. Please identify and provide contact information and a short bio or resume for each team member (see FAQ for details regarding team composition). The bio must identify each team member's organization/agency, provide a link to the organization/agency's website, and describe any work the organization/agency or team member has done with respect to fines and fees reform.
  
5. Please describe briefly the role/contribution each team member will have/make to your reform effort.

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*Please respond succinctly to the questions below (there are no word limits, but please aim for 250 words or less per answer).*

## **Participant Goals**

6. Why does your team want to assess and reform fines and fees, and why is this the best time for your jurisdiction to undertake this effort?
7. What does your team hope to accomplish by participating in Cities & Counties for Fine and Fee Justice?
8. Please identify any fines or fees your team or the communities you serve are concerned about.
9. What challenges and obstacles do you foresee to advancing reform? Please be specific about your local context.
10. What assistance might you need to advance reform?
11. Successful reform efforts engage community organizations and people directly impacted by fines and fees in all phases of reform, including policy development and implementation. Please describe how you plan to involve community-based organizations, community members, and/or people who are directly impacted by fines or fees in your work (name specific organizations, if possible).
12. Successful reform efforts also need buy-in from a range of government stakeholders, including, though not limited to, budget actors and relevant agencies and departments. Please describe how you plan to secure buy-in from key government stakeholders (name specific individuals, agencies, departments, etc., if possible).

## **Current and Past Fines and Fees Work**

13. What actions has your jurisdiction taken to address the impact of fines and fees on low-income communities and communities of color? Please check all that apply.

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Strategy	Campaign Underway	Policies Exist
Assessment or analysis of fines and fees in your jurisdiction	<input type="checkbox"/>	<input type="checkbox"/>
Repeal of fees (please identify fees repealed)	<input type="checkbox"/>	<input type="checkbox"/>
Moratorium on imposition of fees (please identify fees on which moratorium was placed)	<input type="checkbox"/>	<input type="checkbox"/>
Repeal or reduction of fines (please identify fines repealed or reduced)	<input type="checkbox"/>	<input type="checkbox"/>
Creation or strengthening of ability-to-pay processes	<input type="checkbox"/>	<input type="checkbox"/>
Elimination of unfair collection practices such as driver's license suspensions or issuances of warrants for failure to pay	<input type="checkbox"/>	<input type="checkbox"/>
Waiver or discharge of fine or fee debt	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>

14. What were the outcomes of the efforts described above?

## **Existing Support for Reform**

15. Identify any government officials in your jurisdiction who have expressed support for reforming fines and/or fees and identify the reforms for which support was expressed.
16. Identify any non-governmental entities in your jurisdiction that have expressed support for reforming fines and/or fees and identify those reforms.

## **Letters of Support and Additional Information**

17. Each applicant is encouraged to submit one or more brief letters (1-page maximum) demonstrating high-level government support for participation in the network. For example, a letter may come from the mayor, city manager, the lead of a relevant department or agency, or a city or county legislator (see FAQ for more details). Please upload any letter(s) of support as a single PDF or Word document.
18. Each applicant is encouraged to submit one or more brief letters (1-page, maximum, per letter) from key staff or leadership of any nonprofit organization team member, expressing support for the organization's involvement in the network. Please upload any letter(s) of support as a single PDF or Word document.
19. Please upload or add below any other information that should be considered in the evaluation of your application. Please upload materials as a single PDF or Word document.