
Coastside Victims Fund Protocol

I. Introduction

On January 23, 2023, a mass shooting occurred in the City of Half Moon Bay and the County of San Mateo when a shooter attacked individuals at two nurseries. The shooter killed seven people, critically injured one person, caused psychological injuries and trauma to dozens of other persons present and the Half Moon Bay, California community as a whole.

Following best practices and national guidelines learned over years of mass casualty crimes, the Half Moon Bay City Council voted to approve an executive order on February 7, 2023, that a Coastside Victims Fund be established and jointly operated by Mavericks Community Foundation (MCF) and San Mateo Credit Union (SMCU) Community Fund. The executive order also stipulated that an Oversight Committee be formed to guide developing protocols for the distribution of financial assistance to those most seriously affected by the tragic January 23, 2023, shootings. The Oversight Committee has developed this distribution protocol which outlines the distribution criteria, process and timeline. The protocol has been developed following best practices used with other victim compensation funds across the country as well as with the guidance of attorney Jeff Dion, Executive Director of the National Compassion Fund.

II. Oversight Committee

Members of the Oversight Committee for the Coastside Victims Fund include the following:

- Amber Stariha, Co-chair Oversight Committee, Executive Director, Mavericks Community Foundation
- Suzanne Knowlton, Co-chair Oversight Committee, SMCU Community Fund Board of Directors
- Veronica Mazariegos-Anastassiou, Board Member, Puente de la Costa Sur
- Cynthia Choi, Co-Executive Director, Chinese for Affirmative Action
- Paola Bautista, Board Member, VictimsFirst
- Don Horsley, San Mateo County Board of Supervisors, District 3 (retired)

Oversight Committee members commit to an honest, fair, impartial, and transparent process to determine the eligibility of claimants, and the distribution of funds pursuant to this Final Protocol. The financial gifts distributed by this fund are not in any way based on need. Eligibility will be based solely on the objective criteria set forth in the Final Protocol. Gifts, donations, compensation, and other financial assistance the claimants may have received will not in any way be considered in determining the final distribution of funds.

III. Funding

The payments from the SMCU Community Fund are to be distributed based on severity of the injury to the victims from the shooting. The proposed prioritization of distribution categories is described below.

It is important to note that the amounts for each of the following categories depends upon the following: 1) The balance of the Coastside Victims Fund at the time distributions are made; 2) the receipt of data regarding the nature and the number of injuries; 3) completion of the review of all claims; and 4) review by the Oversight Committee and update to the SMCU Community Fund board.

IV. Proposed Prioritization of Eligible Victims

- Category A: Individuals who were severely injured (hospitalized for multiple weeks returning home with a disability) or whose family member was killed.
- Category B: Individuals who were present at the time of the shootings and witnessed the event but suffered no physical injury.
- Category C: Individuals who were not present, but whose primary residence was at one of the two locations where the shootings took place and were displaced. The spouse of the shooter will also be included in this category.

The distribution amounts are based on the percentages shown in the table below.

Category	Grant Amount
Category A	up to 70% of donations received
Category B	up to 29% of donations received
Category C	up to 1% of donations received

V. Required Documentation

- Death certificate (Category A)
- A hospital letter or discharge papers that confirms a victim was admitted to the hospital on January 23, 2023, and identifies the date they were released (Category A)
- A basic claim form filed for a deceased victim will require the spouse's signature if the deceased individual was married at the time of death. In cases where the victim was not married, distributions will follow the intestacy statutes in the state where the victim resided. For spouses or next of kin who reside outside of the area or United States, a money transfer service will be utilized, such as Wise, Zelle or Bill.com.

VI. Proposed Process for Distributions

A completed Coastside Victims Fund basic claim form will be necessary before making any distributions to eligible victims. Only one claim form will be completed for each eligible victim. Given language and other barriers experienced by victims, Oversight Committee members Amber Stariha and Suzanne Knowlton will work closely with the Victim Services Division of the San Mateo County District Attorney's Office to complete claim forms for eligible victims. The Oversight Committee will review the total number of claims for each of the eligible victim categories and vote to approve distribution amounts.

All donations for the Coastside Victims Fund will be held in a designated account at the San Mateo Credit Union. The SMCU Community Fund and Mavericks Community Foundation are waiving all support fees and administration costs.

The San Mateo Credit Union (on behalf of the SMCU Community Fund) will receive approved distribution recommendations and claim information and process payments in the form of a personal check or electronic fund transfer depending on the residence of the intended beneficiaries from the Coastside Victims Fund.

An approved "Coastside Victims Fund Letter" will be provided to each beneficiary along with payment. The letter will be held on file and jointly signed by San Mateo Credit Union and Mavericks Community Foundation. The letter will include both organizations' logos.

A full independent review of the Coastside Victims Fund will be conducted by an independent audit firm as part of the SMCU Community Fund independent annual audit. The results of the audit will be made available to claimants, donors, and the general public on the Mavericks Community Foundation website.

VII. Outreach

The Final Protocol and the basic claim form will be shared with all known victims and made available on the www.coastsidevictimsfund.org website and the www.mcf.org and www.smcu.org websites beginning March 31, 2023. Email requests for copies of the final documents should be made to info@coastsidevictimsfund.org.

At least two victim support meetings will be offered at a convenient location with San Mateo Credit Union staff who will distribute checks to victims as well as be available to provide information on how to cash checks, open a bank account and other financial support services offered by the credit union. A bilingual and bicultural representative from Self Help for the Elderly and Coastside Hope will also be at these meetings as they are already providing case management services to victims and their families. These representatives have established trust

and rapport with the victims and can communicate with the victims in their primary language (Mandarin and Spanish)..

VIII. Timeline

March 31, 2023. The draft protocol is shared with all known victims, families and interested parties and on the Fund website www.coastsidevictimsfund.org.

August 31, 2023. Final donations received into the Coastside Victims Fund. All claim form information compiled and validated by the Victims Services Division of the San Mateo County District Attorney's Office and provided to the San Mateo Credit union.

September 6, 2023. The Oversight Committee votes to approve final distribution amounts based on total donations received into Coastside Victims Fund.

September 12, 2023. Checks mailed to next of kin in category A.

September 14 and September 19, 2023. Meetings planned by San Mateo Credit Union with support from Self Help for the Elderly and Coastside Hope to distribute checks to one victim in category A who was severely injured as well as to victims in categories B and C.