**II**



**2019 IOLTA GRANT PROGRAM**

**PROVIDE LEGAL SERVICES**

**(LSC–Funded Model)**

**APPLICATION QUESTIONS - II**

* Repeat the questions and answer them AS THOUGH THE READER IS TOTALLY UNFAMILIAR WITH THE ORGANIZATION.
* Do not answer a question by referring to the answer of another question. Answer each question in order, **at that location,** even if information provided elsewhere must be repeated.
* If a question is not applicable, repeat the question (as indicated above) and answer “N/A.”

*(Do not include this page when submitting application.)*

1. Using statistics or other supporting documentation (include the source of this information), state the existence of the need (in this community) that this program seeks to address.
2. Narrowly describe exactly how an IOLTA grant will be used. Will the funds be used to maintain existing services, expand existing services or support a new service? If used for salaries, NAME the employee and list his/her duties or functions. [If the purchase of equipment or printing is proposed, submit a price quote on the vendor's stationery.]
3. Describe how services are provided/allocated among all the counties of the catchment area.
4. List each of the organization's corporate, foundation or governmental funding sources (over $10,000), the amount and the time period for the use of those funds. DO NOT LUMP THEM TOGETHER. LIST EACH FUNDER.
5. In addition to the sources described in answer to question 4, does the organization engage in fundraising? Describe. List the net amount raised and, if applicable, compare the outcome to the previous year.
6. Does the organization have other funding or potential funding sources, including but not limited to a “reserve fund” or income from investments or an endowment? Describe and quantify.
7. Describe the effectiveness of the services the organization provides. Has the “needle” moved (or is that possible)?
8. If applicable, describe one current or planned project that did not provide the hoped-for result.
9. Provide data regarding caseloads for the most recent fiscal year or most recent 12-month period. Compare the figures to the preceding year with explanations.

##### Pro Bono Component:

1. List the names of staff (with duties) who will provide the IOLTA-supported service (if any).
2. How does the program encourage pro bono involvement by attorneys?
3. Does the program follow up with pro bono attorneys to determine whether the client’s issue was brought to a conclusion? What information is drawn from those statistics? If the program does not follow up, provide an explanation of that decision.
4. How many cases were accepted by pro bono attorneys during the past year? Compare to figures from the preceding year.
5. How many different attorneys on the pro bono list were assigned a case in the last year?

***Final Issues:***

1. What national or local trends are emerging in/around the service the organization provides?
2. Finally, assuming an award is received, help the Foundation publicize the organization’s work. Describe (*to the best of your ability*) what the organization will do with the IOLTA funds using THIS format:

**A grant award to [name of organization] [PRIMARY WORK] its [program or work] to/for/of [TARGET/GOAL] for [POPULATION SERVED] in/across [GEOGRAPHY].**

“Primary work” should be a verb, like “supports” “builds” “continues”.

Examples:

“A grant award to [ABC Legal Clinic] [supports] its [representation] of [victims of domestic violence] for [immigrants] in [12 middle Tennessee counties].

“A grant award to [DEF Legal Clinic] [builds] its [effort] to [reform criminal justice policies] impacting [low-income individuals] in [Putnam County].