**IV**



**2020 IOLTA GRANT PROGRAM**

**PROVIDE LEGAL SERVICES**

**(Pro Bono Model)**

**APPLICATION QUESTIONS - IV**

* 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. Describe exactly how an IOLTA grant will be used/what services will be provided. 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. What national or local trends are emerging in/around the service the organization provides, and how would this organization’s work, utilizing IOLTA funds, relate to those trends?
4. Are outreach activities or advertising necessary to provide a stream of clients for the organization? If so, describe.
5. Describe financial eligibility for the organization's services and the process for making this determination.
6. How does the program encourage pro bono involvement by attorneys?
7. What subject matter cases are handled by the attorneys who participate in the pro bono program? Do the cases they accept extend beyond the types of cases handled by program staff attorneys (if any)?
8. How many referrals were accepted by pro bono attorneys during the past year? Compare to figures from the preceding year.
9. How many different attorneys on the pro bono list were referred a case in the last year?
10. List (with some explanation) the organization’s top 10 sources of revenue by dollar amount.
11. If not listed in the sources in question 11, does the organization engage in fundraising? Describe. List the net amount raised and compare the outcome to the previous year, if applicable.
12. 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.
13. (A) If there is a fee for the services provided by the organization, state the amount. (B) If the fee is based on a sliding scale, provide the scale and describe how the amount charged an individual client is determined.

(C) What is the organization’s fee-based income? What percentage of clients pay no fee?

1. Describe the effectiveness of the services the organization provides. Has the “needle” moved on the issues the organization addresses (or is that possible)?