

JOHN L. SANDERS MEMORIAL-EVANSVILLE BAR FOUNDATION
STATEMENT OF POLICY FOR GRANT-MAKING

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I Statement of Purpose

“Promoting justice and improving lives through the law”

II Fields of Interest

- A. Encouraging and supporting programs designed to promote a public understanding and awareness of the law.
- B. Supporting an improved delivery of legal services to the community as a whole, as well as the indigent and our most vulnerable citizens.
- C. Promoting activities to enhance the performance of the practicing lawyers’ professional qualifications and ethical responsibilities.
- D. Advancing and promoting the administration of justice.

III Geographical Preference

- A. The Foundation will primarily focus on Vanderburgh County, but application for funding of programs can also include Warrick, Posey and/or Gibson Counties, or simply serve one or more of those same counties.

IV Application & Funding Process

- A. Applications will be accepted once each year, between the dates of September 1 and September 30. Applicants will be notified no later than November 30 of the final decision made by the Sanders Memorial-Evansville Bar Foundation.
- B. Grants will be awarded on a calendar year basis, from January 1 to December 31. If the program for which funds are sought covers more than one calendar year, a multi-year grant application must be submitted.
- C. Awarded funds will be provided 75% at the beginning of the funding cycle, with the remainder provided after the mid-term status report, unless otherwise determined by the submitted and approved grant.
- D. Status report evaluating progress will be required at the half-way point and a complete evaluation will be required within 30 days of the conclusion of the grant. *If the final report is not received within the stated time frame, the Foundation may seek restitution of the grant funds.*

V Decision Process

- A. The primary areas of interest in funding programs for the Foundation are:
 - 1. Community Education on the Law
 - 2. Education for Students on the Law
 - 3. Consumer Education
 - 4. Other law-related programs, such as programs designed to teach

- youth how to work within the law and reduce violent behavior.
- B. Preference for funding will be given to grant requests that are:
 - 1. Challenge grants or matching funds
 - 2. Seed money for new programs
 - 3. Multi-year program requests
 - C. The following criteria will be used to evaluate grant requests for funding.
 - 1. Importance of program to community
 - 2. Design and feasibility of program
 - 3. Number of people affected by the grant
 - 4. Financial record of grant applicant
 - 5. Budget feasibility of the requested amount for the anticipated results.
 - 6. History of requesting organization
 - 7. Quality of organization's staff
 - 8. Evaluation process proposed by the requesting organization.
 - D. No Foundation money will be provided for:
 - 1. Non-law related requests.
 - 2. Requests that should be primarily funded by or are a substitute for tax dollars.
 - 3. Individual requests for travel funds to study conferences, etc.
 - E. The dollar range of grant requests should be between \$2,000 and \$10,000, although this is not an absolute range. Grants of smaller and larger amounts may be considered based on the above criteria.
 - F. Organizations affiliated with the Foundation are not limited as to the number of years in which they may receive grants. For purposes of the Foundation's grant-making policy, organizations "affiliated" with the Foundation are the Evansville Bar Association, Inc., Vanderburgh Law Library Foundation, Inc., the Volunteer Lawyer Program of Southwestern Indiana, Inc., and the Legal Secretaries of Southwestern Indiana, Inc. Organizations that are not "affiliated" with the Foundation will not be considered for grants for more than three consecutive years absent extraordinary circumstances.

VI Application Content

- A. Short history of organization
- B. Program Design & Implementation Plans (No more than three pages)
- C. Personnel (with qualifications)
- D. Budget, including Foundation money and in-kind or like contribution from agency, or matching money from additional source.
- E. Method for Evaluation of Program
- F. Letters of support from the community to be served or other agencies with a knowledge of the need.
- G. One-Page Cover Sheet listing:
 - 1. Sponsoring agency, program & brief description
 - 2. Personnel
 - 3. Total Cost
 - 4. Clearly stated goal of program and how that goal will be measured.