



## Pro Bono Innovation Fund

*2015 Letter of Intent to Apply for Funding Process*

February 2, 2015

# Welcome and thanks for joining us!



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Program Counsel, Pro Bono Innovation



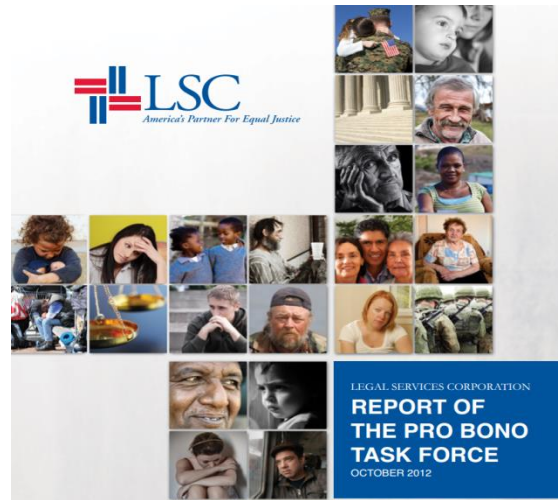
**Alla Polyakova**

Program Analyst, Pro Bono Innovation Fund and Disaster Grants

# Agenda

1. Pro Bono Innovation Fund Background and 2014 Application Process
2. Overview of 2015 Application Process
3. 2015 Letter of Intent to Apply for Funding
4. Next Steps

# LSC's Pro Bono Task Force & the Pro Bono Innovation Fund



LSC's Board of Directors formed a Pro Bono Task Force in 2011 to address the current crisis in legal services. The Task Force issued a report in 2012 with recommendations which included the creation of an innovation fund.

LSC's 2014 appropriation included \$2.5 million for LSC to establish a new, competitive grant making program called the Pro Bono Innovation Fund.

After implementing the first competitive application process for the program, LSC announced its inaugural Pro Bono Innovation Fund grants to 11 legal services organizations in September 2014.

LSC's FY15 appropriation included an increased for the Pro Bono Innovation Fund to \$4 million.

# The Basics

## **Key Goals**

- ✓ Address gaps in the delivery of legal services to low-income people.
- ✓ Engage more lawyers and other volunteers in pro bono service.
- ✓ Develop and implement new, innovative, and replicable strategies that address persistent challenges in pro bono delivery systems.

# The Basics

## ***Eligibility***

Applicants must be current LSC grantees.

Partnerships and collaboration is strongly encouraged.  
Subgrants and contracts are allowed.

## ***Project Timeframe***

Either 18 or 24 month projects.

FY15 projects will begin in October 2015.

# 2014 Pro Bono Innovation Fund Applications

The first year of the Pro Bono Innovation Fund grants was *competitive*.

- 79 applications
- \$15.3M in requested Pro Bono Innovation Funds

# 2014 Pro Bono Innovation Fund Grantees

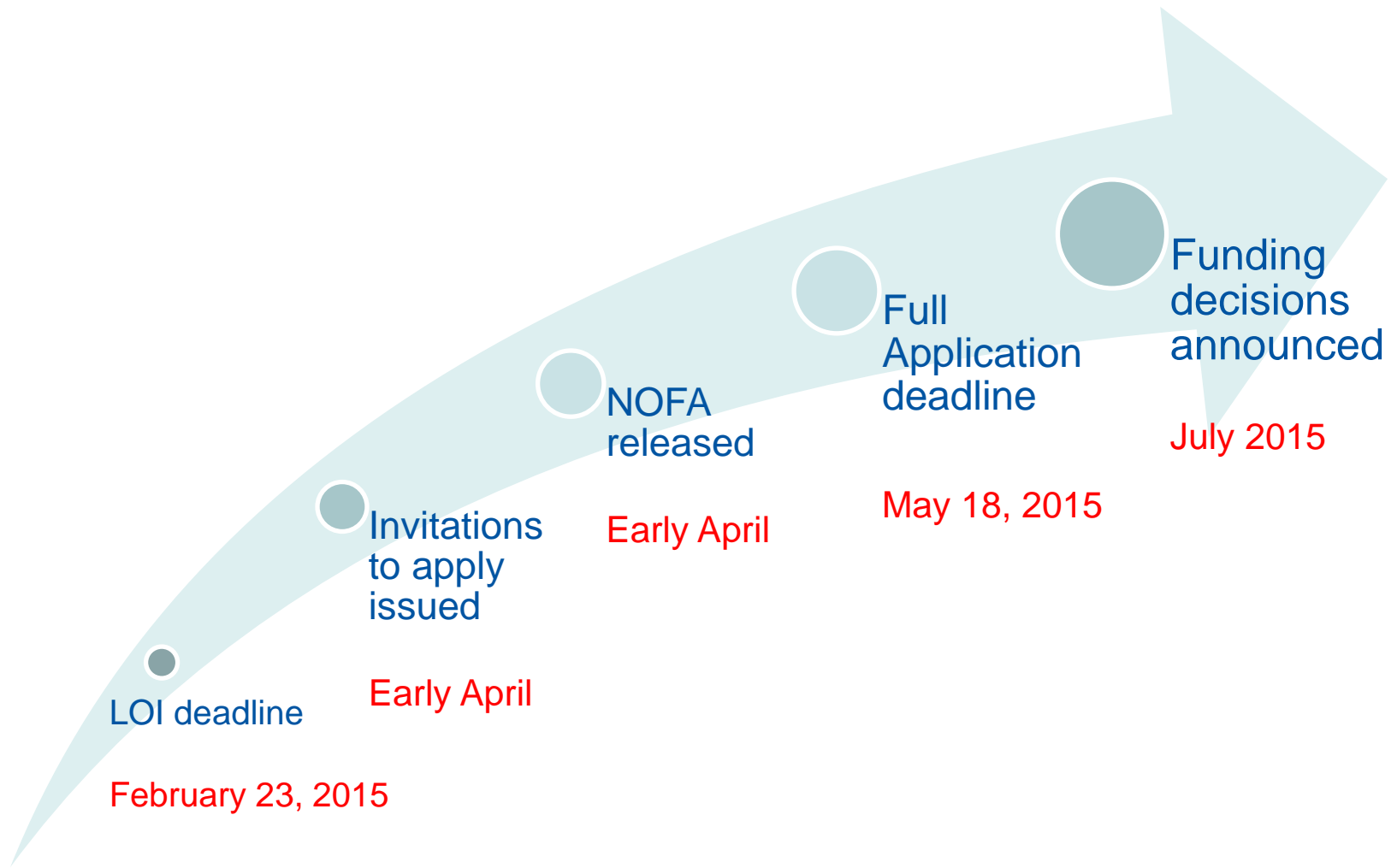
The first year of the Pro Bono Innovation Fund grants was **competitive**:

- 11 grantees
- The average grant was \$213,000. Smallest grant is \$141,000 and the largest grant is \$314,000.



Questions?

# 2015 Application Process



# Letter of Intent to Apply for Funding

**\*\*NEW for 2015\*\***

- First year of Pro Bono Innovation Fund grant-making sought full-applications for funding given the compressed time to issue the FY14 grants.
- For our second grant-making competition, LSC has developed a Letter of Intent to Apply for Funding (LOI) process.
- LOI process allows interested applicants to submit a brief concept note about proposed projects before being invited by LSC to complete a full application.
- More efficient for both applicants and LSC by permitting early identification of projects that stand the most realistic chances of funding and focusing the full application process on those applications.

# 2015 Letter of Intent to Apply for Funding

## What do applicants submit for the LOI?

- The LOI submission is a brief 3 – 4 page concept note about your proposed project.
- It outlines the project, key staff and partners, and a cost estimate.

# 2015 Letter of Intent to Apply for Funding

## Pro Bono Innovation Fund LOI has three parts:

1. Project Description
2. Project Staff, Organizational Capacity, Project Partners
3. Budget and Timeline

*Tip: The three parts of the LOI are also the three core sections of a full Pro Bono Innovation Fund application. See LSC's 2014 Pro Bono Innovation Fund Notice of Funding Availability for detailed questions on each section.*

# 2015 Letter of Intent to Apply for Funding

## Project Description

- Problem statement: what is the client need, what is the challenge in the pro bono delivery system, provide solid rationale.
- Goals, objectives, activities: what are you proposing to do, is there a well-defined and thoughtful role for the volunteer, are the benefits to clients clear.
- Impact and evaluation: what is the change or improvement, how will this be captured, does the project have measurable outcomes.

*Tip: This section is the substance of your project. Do your best to cover the key information and demonstrate a well-developed idea.*

# 2015 Letter of Intent to Apply for Funding

## Project Staff, Organizational Capacity, and Project Partners

- What is your organization's track record on pro bono or similar grants/projects/collaborations.
- Identify the project team. Include the title, role and experiences of key staff.
- List the project partners that you plan to involve, note their level of commitment or involvement with the project if you have it.

*Tip: For your proposed project to be successful, the right stakeholders and staff should be involved in its development and implementation. Are they, in fact, involved and listed in this section?*

# 2015 Letter of Intent to Apply for Funding

## Estimated Budget

		<b>Pro Bono Innovation Fund Share – <i>Estimated</i></b>	<b>Other Cash or In-Kind Support – <i>Estimated</i></b>
<b>1. Personnel Expenses</b>	a. Salaries/Wages		
	b. Fringe Benefits		
	<i>Subtotal Personnel Expenses</i>		
<b>2. Project Expenses</b>	a. Travel		
	b. Equipment		
	c. Software		
	d. Supplies		
	e. Communication		
	f. Training		
	g. Evaluation		
	h. Other		
	<i>Subtotal Project Expenses</i>		
<b>3. Third-Party Contracts and Subgrants</b>	a. Contract		
	b. Subgrant		
	<i>Subtotal Third-Party Contracts and Subgrants</i>		
<b>TOTALS</b>			
Percentage of Total Project			



# 2015 Letter of Intent to Apply for Funding

## Budget and Timeline

Either 18 month or a 24 month project.

Provide your best thinking in the preliminary budget estimate.

Does the project design, staffing and outcomes match budget outline.

What are the true costs of what is being proposed, try to think the project/activities all the way through.

*Tip: Your estimated project budget tells a story. What does your estimated budget say? How and where are you leveraging Pro Bono Innovation Fund dollars and your own (cash or in-kind) dollars?*



# Next Steps

- LSC will post this webinar on our website later this week.
- LSC Grants will be live for applicants to submit their Pro Bono Innovation Fund LOI information by next week (week of February 9<sup>th</sup>).
- Deadline **February 23, 2015, 5:00 PM (ET)**

# Contact

Pro Bono Innovation Fund Team mailbox for general questions:  
[probonoinnovationfund@lsc.gov](mailto:probonoinnovationfund@lsc.gov)

Mytrang for information on current projects and application process:  
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Alla for information on LSC Grants and online LOI submission:  
[polyakova@lsc.gov](mailto:polyakova@lsc.gov)



## Pro Bono Innovation Fund