



## **Notice to All Interested Parties**

### **Key Activities and Dates for the Calendar Year 2017 Grants Process**

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The Legal Services Corporation (LSC) is providing notice of the availability of basic field grant funds to provide civil legal services to eligible clients during calendar year 2017. LSC awards grants for the provision of civil legal services, pursuant to LSC's competitive bidding regulation, 45 C.F.R. Part 1634, and the LSC Appropriation Acts. Eligible applicants for LSC funding include: 1) current LSC recipients; 2) nonprofit organizations whose mission is the furnishing of legal assistance to eligible clients; 3) private attorneys, groups of private attorneys or law firms; 4) state or local governments; and 5) substate regional planning and coordination agencies. Learn more about applicant eligibility at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant>.

Grant applications for calendar year 2017 funding will be accepted for specified service areas. LSC will publish the listing of service areas in the Federal Register and at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas> on March 31, 2016. Applicants filing a grant application for any of the service areas listed must file a Notice of Intent to Compete (NIC), and submit a grant application responsive to the LSC Request for Proposals (RFP). LSC will publish the NIC application form on or around the week of April 11, 2016 at <http://www.lsc.gov/grants-grantee-resources/grantee-login>. LSC will publish the Standard RFP (Request for Proposals) online application, at <http://www.lsc.gov/grants-grantee-resources/grantee-login> also on or around the week of April 11, 2016.

Applicants who file a grant application will also complete the Fiscal Grantee Funding Application (FGFA) using the online application at <http://www.lsc.gov/grants-grantee-resources/grantee-login>. The FGFA will be available on or around the week of April 11, 2016. The deadline for filing the FGFA is the same as the deadline for filing the grant application. Refer to the schedules below for grant application submission deadlines that apply to you.

LSC evaluates grant applications based on the American Bar Association Standards for the Provision of Civil Legal Aid, the LSC Performance Criteria, LSC regulations and the RFP. LSC's selection criteria are detailed at 45 C.F.R. § 1634.9. Pursuant to the statute and regulation, LSC's grants process for the provision of civil legal services prohibits preference to current or previous recipients of LSC funds.

All applicants applying to enter into subgrant agreements for 2017, as defined by 45 C.F.R. Part 1627, will provide subgrant data to LSC using the subgrant application forms, which will be available on or around the week of April 11, 2016, at <http://www.lsc.gov/subgrant-agreements-guidance>. The deadline for filing Step-1 of the subgrant application is the same as the deadline for filing the basic field grant applications. Refer to the schedules below for grant application submission deadlines that apply to you. The deadline for filing Step-2 of the subgrant application is November 14, 2016 for all applicants applying to enter into subgrant agreements.

Please note that LSC recipients who are only filing a grant renewal application do not complete the FGFA and do not file a NIC.

LSC has established a service desk to respond to information requests and inquiries about the LSC grants process and grant renewal process. Contact the service desk at [LSCGrants@lsc.gov](mailto:LSCGrants@lsc.gov). LSC will hold a free Applicant Informational Session online conference to assist applicants in preparing grant applications and to promote participation in the grants process. LSC will post details about the conference at <http://www.lsc.gov/meetings-and-events/calendar/informational-webinar-standard-grant-application> as the conference date becomes closer.

The 2017 grants process for grant award and grant renewal applicants follows three schedules as described below. Review the schedules for a listing of key activities and dates.

*Schedule A:* For applicants that have not had an LSC Program Quality Visit (PQV) since January 1, 2014 and for applicants who are not current LSC recipients.

*Schedule B:* For applicants that have had a PQV since January 1, 2014; will have received a final PQV report by April 29, 2016; and are the only applicant for the service area.

*Schedule C:* For applicants that have had a PQV since January 1, 2014; will have received a final PQV report by July 1, 2016; and are the only applicant for the service area.

**Contact the LSC Grants Service Desk at [LSCGrants@lsc.gov](mailto:LSCGrants@lsc.gov),  
if you have any questions about schedule A, B, or C.**

## Schedule A

For applicants that have not had an LSC Program Quality Visit (PQV) since January 1, 2014, and for applicants who are not current LSC recipients.

### Competitive Grant Applicants

	Activity	Date
1	LSC publishes the list of service areas for 2017 grant awards at <a href="http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas">http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas</a> and in the Federal Register	March 31, 2016
2	LSC publishes the NIC application form at <a href="http://www.lsc.gov/grants-grantee-resources/grantee-login">http://www.lsc.gov/grants-grantee-resources/grantee-login</a>	April 11, 2016
3	LSC publishes the RFP (Request for Proposals) online application, at <a href="http://www.lsc.gov/grants-grantee-resources/grantee-login">http://www.lsc.gov/grants-grantee-resources/grantee-login</a> ( <i>This RFP is for applicants who are not current LSC recipients, <u>and</u> for current LSC recipients that have not had an LSC program quality visit (PQV) since January 1, 2014</i> )	April 11, 2016
4	Deadline for filing the NIC	May 6, 2016
5	LSC publishes the listing of applicants that filed a NIC at <a href="http://www.lsc.gov/media-center/blog">http://www.lsc.gov/media-center/blog</a>	May 9, 2016
6	LSC conducts the <i>Applicant Informational Session</i> online conference to assist applicants in preparing the grant application	May 3, 2016
7	Deadline for filing the competitive grant application	June 1, 2016
8	LSC publishes the listing of applicants that filed a qualified grant application at <a href="http://www.lsc.gov/media-center/blog">http://www.lsc.gov/media-center/blog</a>	October 2016
9	LSC publishes grant award decisions at <a href="http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant">http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant</a>	December 2016

### Grant Renewal Applicants

	Activity	Date
1	LSC notifies recipients by email about preparing and submitting the grant renewal application	March 31, 2016
2	LSC publishes the grant renewal application at <a href="http://www.lsc.gov/grants-grantee-resources/grantee-login">http://www.lsc.gov/grants-grantee-resources/grantee-login</a> ( <i>for renewal applicants that have not had a program quality visit (PQV) since January 1, 2014</i> )	April 11, 2016
3	LSC conducts the <i>Applicant Informational Session</i> online conference to assist applicants in preparing the grant application	May 3, 2016
4	Applicant deadline for filing the grant renewal application	June 1, 2016
5	LSC publishes grant award decisions at <a href="http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant">http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant</a>	December 2016

Information and updates regarding the 2017 grants process will be posted throughout the grant cycle at <http://www.lsc.gov/grants-grantee-resources>. Visit the site regularly to remain current about the 2017 grants competition and grant renewal process and sign up for Grants eNews at <http://www.lsc.gov/grants-grantee-resources>. Email [LSCGrants@lsc.gov](mailto:LSCGrants@lsc.gov) with any questions.

## Schedule B

For applicants that have had an LSC Program Quality Visit (PQV) since January 1, 2014; will have received a final PQV report by April 29, 2016; and are the only applicant for the service area.

### Competitive Grant Applicants

	Activity	Date
1	LSC publishes the list of service areas for 2017 grant awards at <a href="http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas">http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas</a> and in the Federal Register.	March 31, 2016
2	LSC publishes the NIC application form at <a href="http://www.lsc.gov/grants-grantee-resources/grantee-login">http://www.lsc.gov/grants-grantee-resources/grantee-login</a>	April 11, 2016
3	Deadline for filing the NIC	May 6, 2016
4	LSC publishes the listing of applicants that filed a NIC at <a href="http://www.lsc.gov/media-center/blog">http://www.lsc.gov/media-center/blog</a>	May 9, 2016
5	LSC notifies applicants by email that they are the only applicant for the service area and are eligible to file the Post-PQV grant application	May 9, 2016
6	LSC conducts the Post-PQV <i>Applicant Informational Session</i> webinar to assist applicants in preparing the grant application	May 5, 2016
7	LSC publishes the Post-PQV RFP ( <i>for current LSC recipients that have had a PQV since January 1, 2014; will have received a final PQV report by April 29, 2016; and are the only applicant for the service area</i> )	May 16, 2016
8	Deadline for filing the Post-PQV grant application	June 13, 2016
9	LSC publishes the listing of applicants that filed a qualified grant application at <a href="http://www.lsc.gov/media-center/blog">http://www.lsc.gov/media-center/blog</a>	October 2016
10	LSC publishes grant award decisions at <a href="http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant">http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant</a>	December 2016

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## Schedule C

For applicants that have had an LSC Program Quality Visit (PQV) since January 1, 2014; will have received a final PQV report by July 1, 2016; and are the only applicant for the service area

### Competitive Grant Applicants

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1	LSC publishes the list of service areas for 2017 grant awards at <a href="http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas">http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas</a> and in the Federal Register	March 31, 2016
2	LSC publishes the NIC application form at <a href="http://www.lsc.gov/grants-grantee-resources/grantee-login">http://www.lsc.gov/grants-grantee-resources/grantee-login</a>	April 11, 2016
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6	LSC conducts the Post-PQV <i>Applicant Informational Session</i> webinar to assist applicants in preparing the grant application	May 5, 2016
7	LSC publishes the Post-PQV RFP ( <i>for current LSC recipients that have had a PQV since January 1, 2014; will have received a final PQV report by July 1, 2016; and are the only applicant for the service area</i> )	July 8, 2016
8	Deadline for filing the Post-PQV grant application	August 8, 2016
9	LSC publishes the listing of applicants that filed a qualified grant application at <a href="http://www.lsc.gov/media-center/blog">http://www.lsc.gov/media-center/blog</a>	October 2016
10	LSC publishes grant award decisions at <a href="http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant">http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant</a>	December 2016

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