



**NBI**  
1982

## NATIONAL BAR INSTITUTE GRANT APPLICATION

*The National Bar Institute, Inc. (NBI) is a tax-exempt corporation organized under 501(c)(3) of the Internal Revenue Code. The NBI was established in 1982. Its purpose is to educate the public concerning contemporary legal issues, to ensure quality legal educational opportunities for all Americans, and to enhance the quality of legal services provided to people of color and the poor.*

### GRANT PROGRAMS

#### Lucia Thomas Public Image Action Grant

The Lucia Thomas Public Image Action Grants provide seed money to NBA Affiliate Chapters and Subdivisions for programs that promote education, equity among the races, and/or improve the image of lawyers. The proposed activity must have direct and demonstrated community or public impact. The grants are awarded through a competitive grant application process. The range of the grants is from \$500 to \$2,000. To be eligible, the NBA entity must be currently financial with the NBA.

- **Application due October 1 for funding January 30**
- **Application due March 1 for funding August 15**

#### General Grants

- **Scholarships, Educational and Professional Development**
- **Litigation**
- **NBA Membership Development**

General Grant proposals must come within the purpose of the National Bar Institute, and must fit within any of the following goals and objectives to receive consideration for funding.

1. To endow the financial future of the National Bar Association;
2. To support deserving law students and law students programs which enhance the quality of legal education;
3. To finance (in whole or in part) litigation which is of significant public importance;
4. To support public forums where lectures, discussions and debates on legal subjects are presented to the general public;
5. To publish scholarly writings on legal subjects for dissemination to the general public; and
6. To improve the administration of justice and to promote high ethical standards for lawyers and judges.

#### Large Grants > \$20,000

- **Applications due January 5 for funding April 15**

#### Small Grants < \$20,000

- **Applications due September 1 for funding December 1**

**Grant Recipients:** If Applicant's proposal is approved and funded ("Funded Program or Project"), the following terms will be included in a Grant Letter Agreement to be signed by Grantee:

1. No part of any funds may be used to lobby or otherwise attempt to influence the outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office; nor for any non-charitable purpose.
2. Funding will be made with the expectation that Applicant will obtain additional funding from other sources, if applicable. Disbursement of funds will be tailored to the particular grant proposal.
3. Grantee must maintain books and records of the Funded Program or Project and provide periodic status reports and final report.
4. Public announcements of Program, news releases, and Program literature on the Program must reference partial funding by the National Bar Institute.
5. If the Grantee fails to abide by the terms of the Grant Letter Agreement, the NBI may terminate the grant and recover any unspent or improperly spent grant funds.
6. Grantee must notify the NBI of any changes of address and telephone numbers included on Application.

## NATIONAL BAR INSTITUTE GRANT APPLICATION

**Instructions: All sections of this Application must be completed and submitted timely for consideration.**

Please check applicable Grant Program category. *Check only one box.*

**Lucia Thomas Public Image Action Grant**  
**Scholarships, Educational and Professional Development**  
**Litigation**  
**NBA Membership Development**

1. Title of Project: \_\_\_\_\_

2. Objective of Project: \_\_\_\_\_

\_\_\_\_\_  
*(Attach separate narrative statement of the proposal, detailing how the objective will be met, and how the proposal will address the goals and objectives of the NBI. The narrative should describe the activities to be carried out, staff required, a timetable for implementation, and a process or criteria for measuring success or failure.)*

3. Name of Applicant Entity: \_\_\_\_\_

4. Type of Organization: NBA Officer(*requires Executive Committee approval*) Office: \_\_\_\_\_

NBA Affiliate Chapter      NBA Region      NBA Section      NBA Division

Number of Members in Subdivision \_\_\_\_\_ Number of Members who are members of NBI \_\_\_\_\_

501 (c) (3)      501 (c) (6)      Other: \_\_\_\_\_

*\* Attach IRS Determination Letter*

5. Has Applicant received previous funding from the National Bar Institute?      Yes      No

If yes, provide details: \_\_\_\_\_

6. A. Amount Requested for Proposed Budget Period: \$ \_\_\_\_\_

B. Total Budget for Program or Project: \$ \_\_\_\_\_  
*(Attach copy of Budget for Project)*

7. Dates of Proposed Project Period: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

8. Is this Application in response to an NBI request to apply?      Yes      No

If yes, identify: \_\_\_\_\_

9. Project Manager Information:  
 Name: \_\_\_\_\_  
 Position/Title: \_\_\_\_\_  
 Degree (s): \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
 E-Mail \_\_\_\_\_

10. Authorized Official signing for Applicant Organization  
 Name \_\_\_\_\_ Title \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
 E-mail Address \_\_\_\_\_

11. Official to be notified If approved (if different from #10)  
 Name \_\_\_\_\_ Title \_\_\_\_\_  
 Address \_\_\_\_\_

**Project Manager Assurance:** I agree to accept the responsibility as Program or Project Manager and to provide the required progress reports if this Program or Project is funded.

\_\_\_\_\_  
 Project Manager Signature Date

**Certification and Acceptance:** I certify that the statements in this Application are true and complete to the best of my knowledge, and accept the obligation to comply with the terms and conditions of the Grant Letter Agreement if this Program or Project is funded.

\_\_\_\_\_  
 Signature of Official Date

ATTEST: \_\_\_\_\_ Date

**Mail Original and 5 copies of Completed Application, including Narrative Statement and Budget, and IRS Determination Letter, if applicable, to:**

**National Bar Institute  
 1225 11<sup>th</sup> Street, N. W.  
 Washington, DC 20001-4217**

**Do not write below this line**

NBI OFFICIAL USE ONLY

**Date of Receipt:** \_\_\_\_\_ NBA Office **Date of Receipt:** \_\_\_\_\_ NBI Board Member/Committee Chair

NBI Committee Recommendation: Approved Pending Not Approved

Amount: \$ \_\_\_\_\_

Signature of NBI Chair \_\_\_\_\_ Date: \_\_\_\_\_