



Powered by ZoomGrants™

DC Office of the Deputy Mayor for Planning and Economic Development
Mayor's Office on Asian and Pacific Islander Affairs (MOAPIA)
FY16 Asian American and Pacific Islander Community Grant
11/20/2015 deadline

Legal Services for Asian Immigrants

\$ 50,200 Requested

Submitted: 11/20/2015 12:48:55 PM (Pacific)

Project Contact

[Redacted contact information]

Additional Contacts

none entered

[Redacted name]

[Redacted address]

[Redacted phone/fax]

[Redacted email]

[Redacted website]

[Redacted other info]

Telephone [Redacted]
Fax 2 [Redacted]
Web [Redacted]

Executive Director

[Redacted name]

[Redacted address]

Application Questions

1. Please provide an overview of your organization, the goal of the proposed program(s), its objectives, and outcomes.

The [Redacted] is a legal services organization in the District whose sole mission is to provide linguistically and culturally appropriate legal services to individuals and families in the Asian and Pacific Islander community. Our staff, consisting of three full time attorneys, a legal fellow and one Program Assistant along with the Executive Director, legal interns and volunteers, endeavors to meet the legal needs of the growing AAPI population in the DC-Metro area. Through individual cases, we seek to identify patterns and practices that are best addressed through policy changes or class representation. We also partner with other organizations to put forth legislation that serves the language access needs of immigrants. All for fulfilling one vision: ensuring access to justice for Asian and Pacific Islanders. The goal of the program for which the [Redacted] seeking funding is to provide Asian and Pacific Islanders (AAPI) residing in the District with linguistically and culturally appropriate legal services in order to ensure meaningful access to the judicial system. The [Redacted] will accomplish this goal through the following objectives: (1) improving access to legal services; (2) improving access to justice for low-income Asian and Pacific Islanders with limited English proficiency; (3) engaging in community development and preservation; and (4) engaging in systemic advocacy on issues affecting the AAPI community. Through these four different, but intersecting, means [Redacted] will provide linguistically and culturally appropriate legal services, including advice and counsel, brief services, direct representation and referrals in 90 legal matters during the grant period. The [Redacted] will also provide community legal education on legal issues affecting the Asian and Pacific Islander community, such as immigration, consumer rights, abuse prevention and public benefits. Through these community legal education workshops, the [Redacted] will provide needed legal information to 120 individuals within the grant period.

2. What is the name/title of your program(s)?

Legal Services for Asian and Pacific Islanders

3. What are the funding area(s) for which you are applying?

- Arts, Culture, and Humanities
Domestic Violence Intervention
Employment
Health and Human Services
Housing Services
Legal Services
Public Education
Public Safety
Small Business Support
Vietnamese American Youth Academic and Mentoring Services

4. Who is the target population(s) this project will serve?

You are limited to 500 characters, including spaces and punctuation marks. If you copy and paste from a different document and your answer exceeds 500 characters, it may not be saved. If it does exceed 500 characters, pare down your response to fit.

The target population for this program is low-income Asian and Pacific Islanders with limited English proficiency. In the last 10 years, the District's AAPI community has grown by 38.6%. Census 2010 data indicates that 20% of the District's Asian population lives in poverty, double previous estimates and 2% higher than that of the general population. The lack of English proficiency and the immigrant status of many within the AAPI community make it difficult for them to access the legal system.

5. What are the cultural and/or linguistic competencies, sensitivities, and appropriateness of your proposed project? How will your proposed project address one or more of "Mayor Bowser's Policy Priorities"?

"Mayor Bowser's Policy Priorities" are the following: "Getting the basics rights", "Focusing on our youngest residents", "Creating quality middle schools", "Transforming workforce training", "Ending homelessness", & "Creating economic opportunities".

Asians living in the District are three times more likely to be linguistically isolated as more than 40% do not speak English at home and nearly 75% are immigrants. In order to facilitate the AAPI community's access to legal services [REDACTED] staff provides services in the client's native language. Due to the number of Asian dialects spoken by [REDACTED] staff, legal interns and volunteers, clients will obtain services without the need for an interpreter. The ability to provide legal services in a linguistically appropriate manner ensures that clients are able to directly contact [REDACTED] staff without having to wait for an interpreter. The [REDACTED] is cognizant of the cultural differences between Western and many Eastern cultures, especially the importance of family and community in decisions. In providing legal advice, brief services and representation, the program considers the legal needs of the client along with cultural issues that may affect the manner in which services are provided. As the AAPI community can be very insular due to language and cultural barriers, through this program intake and follow-up services will be conducted at social service and community agencies that work with the AAPI community, thereby allowing AAPIs to access legal services within their own community.

One of Mayor Bowser's Policy Priorities is "Ending Homelessness". There are a number of reasons that a family or individual may become homeless; inability to secure employment or other benefits due to immigration status, domestic violence, and/or lack of knowledge regarding public benefits programs to which they may be entitled are only a few. This program impacts Mayor Bowser's priority of "Ending Homelessness" in several different ways. First, by assisting eligible immigrants obtain employment authorization, the [REDACTED] allows those barred from seeking employment gain the ability to legally work within the United States thereby giving them the means to support themselves and their families. Second, many victims of domestic violence flee their homes and their abusers by seeking refuge at a shelter. The [REDACTED] through legal representation is able to request that the abuser provide the victim with monetary support and housing – giving the victim a stable residence. Finally, by educating the AAPI community on their legal rights in areas such as consumer, housing and public benefits law, the [REDACTED] provides legal knowledge to the community on areas that could affect their ability to obtain and/or maintain housing.

6. Would it be possible for the Mayor or one of her delegates to participate in an event(s) with your organization that has received support from this grant?

Yes. This grant will support community legal education workshops for the AAPI community. The Mayor or one of her delegates would be able to observe and/or participate at these legal workshops.

7. What is the service/program that you are proposing?

The [REDACTED] is seeking funding to support its program to provide legal assistance to the low-income AAPI community in the District. The program will provide services on all civil legal matters with an emphasis on immigration, abuse prevention and other family law issues – legal issues in which linguistic and cultural barriers most significantly impact the outcome of the case. The [REDACTED] will facilitate this community's access to legal services by holding intake sessions at key community based organizations where clients will meet with legal staff to discuss their legal issues. The Multilingual Legal Helpline will supplement these walk-in sessions to make the service of the APALRC accessible to the wider AAPI community within the District. Staff of the [REDACTED] will assess their legal needs and prioritize those legal issues that are the most time sensitive. The [REDACTED] staff will also work closely with social service agencies to build a legal-social safety net to ensure that clients are able to access social service support both during and after the legal process.

8. Why is there a need for your service/program?

A large number within the Asian and Pacific Islander community do not seek legal assistance because of several different factors: (1) cultural barriers that prevent this community from understanding and seeking legal assistance; (2) fear and/or mistrust of government agencies; and (3) limited knowledge and/or proficiency of English. In many Asian cultures, the family is central in determining what course of action will be taken when an issue arises. A domestic violence victim may decide against seeking a Protective Order against her abuser because of how it might affect her family, or because of how the community will treat her should she be granted protection against her abuser. Similarly, Asian immigrants may not seek legal assistance because of misconceptions and lack of knowledge of the American legal system. These misconceptions, based mainly on the legal system in their home country, prevents many immigrants from pursuing legal remedies because they do not believe the legal system's purpose is to provide them with access to justice. Furthermore, many Asian immigrants, such as those who immigrated to the United States as refugees, have a fear of government agencies. This fear prevents many eligible immigrants from obtaining needed government benefits, such as food stamps or subsidized housing. Finally, limited English proficiency prevents many in the AAPI community from not only seeking legal assistance but also from understanding their legal rights as much of the information regarding legal services and one's legal rights, until recently, were rarely translated into Asian languages.

9. What is the expected impact of your service/program?

The expected impact of this project on the AAPI community is (1) access to legal services; (2) access to justice for the AAPI community; (3) engagement in community development and preservation; and (3) systemic advocacy on broader legal issues affecting the AAPI community. The AAPI community will gain access and knowledge of legal services through [REDACTED] general brochure which is translated into the most populous Asian languages of the District. The ability to access legal services will be further enhanced through community legal education workshops conducted on various legal issues affecting the AAPI community. These workshops will be conducted at social service and community agencies that serve the AAPI community. Another impact of this project will be that the AAPI community will gain access to justice through the [REDACTED] provision of legal advice, brief services and representation – primarily in the areas of immigration and family law, 2 areas in which language and cultural barriers play a significant role. A third impact of this project will be the engagement of the AAPI community in community development and preservation. The [REDACTED] will focus on providing legal counsel and representation to AAPI communities on issues such as land use and the preservation of affordable housing in order to assist them in having meaningful input into the development and preservation of their community. By partnering with AAPI social service and community agencies, and through an analysis of matters for which the AAPI community seeks assistance, the [REDACTED] will engage in systemic advocacy on broader legal issues that affect the AAPI community thereby improving their lives.

10. What are the practices your organization proposes to implement to address the need? How will your organization's practices

create the desired impact? What innovative practice(s) will your service/program implement?

The [REDACTED] will conduct outreach to the AAPI community by distributing informational brochures about the service of the [REDACTED] and on immigration issues at public libraries, organizations servicing the AAPI community and at other locations at which AAPIs seek information and assistance. In addition to distributing our multilingual brochures, the [REDACTED] will conduct legal education workshops at partner agencies to educate the AAPI community on key legal issues affecting the community. By conducting outreach and legal education workshops within the AAPI community, the [REDACTED] will not only educate the community on legal services available, but will also provide them with legal information regarding their rights on issues affecting AAPIs.

The [REDACTED] will also operate a Multilingual Legal Helpline, conduct in-person intake sessions at social service and community agencies located within the District's AAPI community, and will actively recruit bi-lingual legal interns and volunteers to enhance the [REDACTED] language capacity. Through the Multilingual Legal Helpline, AAPIs are able to leave a message in one of 5 language specific voice mailboxes (Chinese, Korean, Hindi, Vietnamese and English). A bi-lingual staff member or legal intern contacts the potential client and completes an intake in the client's preferred language. Once this intake is complete, staff attorneys provides a range of legal assistance (advice, brief service and full representation) in cases that cover a broad spectrum of civil legal issues, including consumer, family, public assistance, immigration, housing and crime victim assistance. By providing clients with legal assistance from a bi-lingual attorney, AAPIs with limited English proficiency receive services from an attorney with whom they are able to communicate without an interpreter.

Many of the areas in which the AAPI community resides have been the focus of redevelopment. In order to ensure that AAPIs have a voice in the development of their community, the [REDACTED] will provide legal counsel to tenant associations and other community groups so that they may have a voice in the redevelopment and the preservation of their communities. By educating the AAPI community on issues such as land use and the preservation of low-income housing, the APALRC empowers the community to actively participate in civic engagement.

The [REDACTED] will also engage in systemic advocacy with local and national partners on broader issues affecting the District's AAPI community. Through partnerships with these local and national programs, such as advocating for immigration reform or the voting rights of the AAPI community, the [REDACTED] is able to have a greater impact on the lives of AAPIs.

11. Who will you be collaborating with and what will each collaborator's roles be in the service/program?

If you are NOT collaborating with another organization, you may reply 'N/A' to this question.

N/A

12. How will your organization or collaboration plan to provide the service/program? What is your capacity to implement the service/program?

Please be sure to note at minimum your capacity, including human and financial resources, to implement the services/program.

The [REDACTED] developed several projects in order to provide needed civil legal services to the AAPI community: (1) Legal Assistance for Victims of Domestic Violence; (2) the Housing and Community Development Project; and (3) the Crime Victim Assistance Partnership. More recently, the [REDACTED] in response to 2 legal issues affecting the AAPI community, created the "Reaching the Dream" project to assist undocumented youth secure temporary reprieve from deportation, and the "Justice for Filipino Teachers" project to provide legal representation to Filipino teachers trafficked to the United States under fraudulent labor contracts. During the summer of 2015, the [REDACTED] also began promoting its New Americans Campaign, assisting AAPIs eligible for U.S. citizenship through the naturalization process.

In order to implement these projects, each staff attorney has developed legal expertise in the areas of immigration, family law, housing and crime victim assistance. [REDACTED] staff members are also obtaining expertise in other areas that greatly affect the AAPI community, including public benefits and consumer law. The Executive Director supervises the legal work of the three staff attorneys, the legal fellow and the program assistant. The Executive Director has over 20 years of experience, primarily in the areas of public benefits, housing, consumer and family law.

13. How will your organization or collaboration document, monitor, and evaluate the service/program, including outcomes or outputs to be achieved?

The [REDACTED] uses KEMPS, an on-line case management system specifically developed for legal services programs, which contains functions and fields to manage client records, track a client's demographic information and run reports on case demographics, case outcomes and results achieved in each case. The Kemps system also allows staff to record outreach and community legal education activities to ensure that we have a complete picture of services that the [REDACTED] provides. The [REDACTED] Executive Director monitors the case management system regularly to identify issue trends, changing demographics as well as assess case load of the staff and case outcomes. The legal team meets weekly to review new intakes, discuss strategies, provide program updates and analyze emerging trends. The client data base and the information shared at regular legal team meetings allow the [REDACTED] to assess the progress of all the projects and make necessary adjustment to its case priorities.

14. How/Why is your organization or collaboration uniquely positioned to implement this service/program?

The [REDACTED] is uniquely qualified to provide linguistically and culturally appropriate legal services to the District's AAPI community. It is the only civil legal services provider in the District whose sole mission is to provide needed legal assistance and information to the Asian and Pacific Islander community in a linguistically and culturally appropriate manner. In order to accomplish this mission, the [REDACTED] staff, volunteers and interns are from various ethnicities and speak a variety of Asian languages. [REDACTED] current staff speaks seven different Asian dialects: Cantonese Chinese, Mandarin Chinese, Korean, Vietnamese, Hindi, Nepali and Urdu. Bi-lingual legal interns and volunteers at the [REDACTED] further expand the linguistic ability of the [REDACTED]. The [REDACTED] Legal Interpreter Project has interpreters that speak 20 Asian languages, thus enabling the [REDACTED] to effectively serve the AAPI community within the District by providing them with legal assistance in their native language. Along with its language capacity, the [REDACTED] has developed strong relationships with key community agencies in the District that provide services to the AAPI community in order to ensure that the legal services provided are culturally appropriate. These agencies, such as the Asian Senior Center in D.C. Chinatown and the Asian/Pacific Islander Domestic Violence Representation Project (DVRP), routinely make referrals to the [REDACTED] because of our experience in working with and understanding the AAPI community. Furthermore, community agencies, like the Asian Senior Center which is located in D.C. Chinatown, act as our eyes and ears, advising us of any emerging issues within the AAPI community. The [REDACTED] also conducts intake at a community agency in D.C. Chinatown along with conducting legal education workshops on issues affecting the AAPI community such as immigration and crime victim assistance.

Budget

Budget Summary

	Salary/Hrly Rate OR Unit costs	% of Time OR # of Units	Total	Narrative
PERSONNEL				
██████████	\$ 95,000	10%	7,917	██████████ the Executive Director, will provide overall supervision of the project. Salary in column 2 is for the full year. Total is calculated at 10% for the grant period of 10 months.
██████████	\$ 42,700	25%	8,896	██████████ will be responsible for providing legal advice, brief services and legal representation in the areas of immigration, family law and crime victim assistance. Mr. ██████████ will also provide legal assistance in other legal matters such as consumer rights and public benefits. Salary in column 2 is for the full year. Total is calculated at 25% for the grant period of 10 months.
██████████	\$ 41,450	25%	8,635	██████████ will be responsible for providing legal advice, brief services and legal representation in the areas of immigration, family law and crime victim assistance. ██████████ will also provide legal assistance in other legal matters such as consumer rights and public benefits. Salary in column 2 is for the full year. Total is calculated at 25% for the grant period of 10 months.
██████████	\$ 40,200	25%	8,375	██████████ will be responsible for providing legal advice, brief services and legal representation in the areas of immigration, family law and crime victim assistance. ██████████ will also provide legal assistance in other legal matters such as consumer rights and public benefits. Salary in column 2 is for the full year. Total is calculated at 25% for the grant period of 10 months.
██████████	\$ 30,833	10%	2,569	██████████ will provide supportive services to the attorneys on this project. He will assist them in conducting intake, follow-up with clients and legal research. Salary in column 2 is for the full year. Total is calculated at 10% for the grant period of 10 months.
Fringe Benefits	\$ 50,037	20%	7,278	Fringe benefits for program staff are calculated using our established rate of 20% that includes FICA (7.65%), DC unemployment benefits (1.85), and health, dental, long term disability and life insurances (10.55%) for the grant period of 10 months.
Personnel Total	\$ 300,220	0	43,671	
NON PERSONNEL				
Travel and Transportation	\$			
Supplies	\$ 1,320	10%	110	Supplies include: paper, envelopes, file folders, pens, notepads, and other supplies necessary for the implementation of the project.
Equipment	\$			
Consultants/Contractors	\$ 21,216	8%	1,414	The ██████████ uses a consultant to perform all the bookkeeping and accounting function for the organization. The Management Consortium provides bookkeeping, process payroll, process accounts payable and receivable, as well as provide monthly reconciliation, financial reports and budget reports. She assists the Executive Director in managing the books for the organization. The ██████████ hires an information technology consultant, Searchlight Associates, to maintain its computer network, telecommunications infrastructure and provides upkeep to the hardware and software of the organization's IT infrastructure. The IT consultant is indispensable in ensuring that the phones, the computers and the internet service operate smoothly the entire organization. The ██████████ retains a CPA firm, Councilor Buchanan & Mitchell, to conduct annual financial audit and to file relevant tax returns with the IRS. The financial audit is important to maintain the fiscal integrity of the organization, and to ensure that public funds provided for under this grant are properly accounted for.
Communications	\$ 7,140	7%	417	Communications include the cost associated with this project for the telephone, fax, and internet.
Printing/Copying	\$ 3,000	5%	125	
Training	\$			
Operating Expenses	\$ 107,122	5%	4,463	The operating costs include a portion of the rental cost of the office space needed to run this project.
Indirect Cost/Overhead	\$			
Non Personnel Total	\$ 139,798	0	6,529	

Total \$ 440,018 0 50,200

Staffing Plan

Name	Position Title	Filled	Vacant	% of Effort	Start Date mm/dd/yy
1	Executive Director	b	e	10%	
2	Staff Attorney	b	e	25%	
3	Staff Attorney	b	e	25%	
4	Staff Attorney	b	e	25%	
5	Program Assistant	b	e	10%	
6		e	e		
7		e	e		
8		e	e		
9		e	e		
10		e	e		
11		e	e		
12		e	e		
13		e	e		
14		e	e		
15		e	e		
Total				0	0

Work Plan

	Description of Task/Activity	Responsible Person and/or Organization	Start Date mm/dd/yy	Completion Date mm/dd/yy
1	Conduct outreach by distributing multilingual informational brochures about [redacted] services and brochures on immigration and other legal issues relevant to the AAPI community.	[redacted] Esq.	12/01/2015	n/a
2	Facilitate the AAPI community's access to legal services by holding monthly intake sessions at community based agencies at which the AAPI community seeks information and services.	[redacted]	12/01/2015	9/30/2016
3	Contact community organizations to expand the in person intake sessions conducted at community agencies that provide services to the AAPI community.	[redacted] Esq,	12/1/2015	9/30/2016
4	Conduct up to 6 community legal education workshops on legal issues affecting the AAPI community such as immigration and abuse prevention.	[redacted] Esq. [redacted] Esq. [redacted] Esq.	1/1/2016	9/30/2016
5	Develop new legal education workshops on relevant legal issues to the AAPI community.	[redacted] Esq.	1/1/2016	n/a
6	Expand the AAPI community's access to legal services through the Multilingual Legal Helpline that allows potential clients to obtain legal assistance by leaving voicemail in language specific voicemail boxes that have recordings in Chinese, Korean, Vietnamese, Hindi and English.	[redacted] Esq. [redacted] Esq. [redacted] Esq. [redacted] Esq.	n/a	n/a
7	Present new cases at weekly staff meetings in order to discuss and analyze the legal issues, and to determine the course of action to be taken in each case.	[redacted] Esq. [redacted] Esq. [redacted] Esq. [redacted] Esq.	n/a	n/a
8	Recruit and train bilingual legal interns and volunteers to assist with intake and screening of potential clients, and to assist [redacted] staff with legal research, hearing preparation, and document drafting.	[redacted] Esq. [redacted] Esq. [redacted] Esq.	1/1/2016	n/a
9	Provide a range of legal assistance (advice, brief services, representation and	[redacted] Esq.	12/1/2015	n/a

	referrals) to the low-income AAPI community with limited English proficiency.	██████████ Esq. ██████████ Esq. ██████████ Esq.		
10	Provide full representation in immigration and family law matters with a focus on victims of domestic violence and human trafficking.	██████████ Esq. ██████████ Esq. ██████████ Esq. ██████████ Esq.	12/1/2015	n/a
11	Provide legal counsel to tenant associations and other AAPI community groups so that AAPIs may have a voice in the redevelopment and preservation of their communities.	██████████ Esq. ██████████ Esq.	12/1/2015	n/a
12	Partner with local and national organizations on broader legal issues affecting the AAPI community, such as immigration reform and voting rights.	██████████ Esq.	12/1/2015	n/a
13				
14				
15				
Total				

Performance Plan

	Performance Measures	1st Qtr Target	2nd Qtr Target	3rd Qtr Target	4th Qtr Target	Comment
1	Distribute 225 multilingual informational brochures about ██████████ services and 225 multilingual brochures on legal issues relevant to the AAPI community at local libraries, community groups and other locations at which the AAPI community seeks information and assistance.		150 brochures will be distributed	150 brochures will be distributed	150 brochures will be distributed	At least 100 individuals in the AAPI community will learn about legal services provided by the ██████████ and At least 100 individuals will gain information regarding relevant legal issues affecting the AAPI community.
2	Recruit and train at least 4 bilingual legal interns and volunteers during the grant period to assist with intake and screening on the Multilingual Legal Hotline and with legal research, hearing preparation and document drafting		Attend 2 recruitment and/or information sessions for bilingual legal interns and volunteers	Recruit and train 2 bilingual legal interns and volunteers to conduct intake and screenings on the Multilingual Legal Hotline	Recruit and Train 2 bilingual legal interns and volunteers to conduct intake and screenings on the Multilingual Legal Helpline	At least 4 bilingual legal interns and/or volunteers will assist the ██████████ with intake, screenings, legal research, hearing preparation and document review.
3	Conduct at least 10 monthly intake sessions at community based organizations providing services to the AAPI community.	Conduct 1 monthly intake session	Conduct 3 monthly intake sessions	Conduct 3 monthly intake sessions	Conduct 3 monthly intake sessions	Intake will be taken on at least 30 individual at community based organizations serving the AAPI community.
4	Contact at least 10 community organizations serving the AAPI community to increase the number of monthly intake sessions conducted at community agencies.	Contact 1 new community organization serving the AAPI community	Contact 3 new community agencies serving the AAPI community	Contact 3 new community agencies serving the AAPI community	Contact 3 new community agencies serving the AAPI community	At least 10 new community organizations will be contacted regarding monthly intake sessions at the community agency.
5	Conduct up to 6 community legal education workshops on areas affecting the AAPI community		Conduct 2 community legal education workshops	Conduct 2 community legal education workshops	Conduct 2 community legal education workshops	At least 120 individuals in the AAPI community will be informed of their legal rights in areas such as immigration, abuse prevention, consumer, housing and public benefits.
6	██████████ staff will conduct intake and screenings on at least 60 individuals leaving voicemail on the Multilingual Legal Helpline.		Intake and screening will be conducted on 20 individuals	Intake and screening will be conducted on 20 individuals	Intake and screening will be conducted on 20 individuals	Through the KEMPS case management system, ██████████ will track cases that come through the Multilingual Legal Helpline

7	The [REDACTED] will provide a range of legal assistance (legal advice, brief services, representation and/or referral) on 60 legal matters coming through its Multilingual Legal Hotline	Legal assistance will be provided on 20 legal matters	Legal assistance will be provided on 20 legal matters	Legal assistance will be provided on 20 legal matters	Through the KEMPS case management system, the [REDACTED] will track the status of each case, the amount of legal assistance provided and the final outcome of the case.
8	The [REDACTED] will provide full representation on 15 legal matters, primarily in the areas of immigration and family law.	Full legal representation in at least 5 immigration and/or family law cases	Full legal representation in at least 5 immigration and/or family law cases	Full legal representation in at least 5 immigration and/or family law matters	[REDACTED] staff will evaluate each case at weekly staff meetings to determine which cases will be provided full representation. Staff will document in the KEMPS case management system the reason a matter was given full representation. Staff will also document the reason a case was declined for full representation.
9	[REDACTED] staff will attend at least 6 tenant association meetings to provide legal counsel on issues affecting community development and preservation	Attend 2 tenant association meetings to provide legal counsel to members of the association	Attend 2 tenant association meetings to provide legal counsel to members of the association	Attend 2 tenant association meetings to provide legal counsel to members of the association.	Members of at least 2 tenant associations located in AAPI communities will be provided with legal counsel on issues regarding community development and preservation.
10	[REDACTED] staff will participate in at least 3 conference calls with local and national partners on broader legal issues affecting the AAPI community.	Participate in at least 1 conference call with local and national partners	Participate in at least 1 conference call with local and national partners	Participate in 1 conference call with local and national partners	[REDACTED] will document the broader legal issues discussed during conference calls with its local and national partners.
Total		0	0	0	0

Documents

Documents Requested *	Required?	Attached Documents *
Audited financial statements and/or most recent 990 and/or cash flow statements for 2014 and year-to-date.	☒	Financial Audit
Staff Job Descriptions	☒	Staff Job Descriptions
Relevant Staff Resumes	☒	Staff Resumes
Nonprofit Corporation Status - copy of IRS determination letter. [Note: Letter must be current at date of application.]	☒	IRS 501(c)(3) Letter
Certificate of Exemption from DC Office of Tax and Revenue	☒	Certificate of Exemption
Basic Business License from Department of Consumer and Regulatory Affairs [Note: License period must be current at time of application.]	☒	Basic Business License
Organizational and Program Charts	☒	Organizational Chart
Current board list with names, affiliation, and contact information.	☒	Current Board List
Memorandum of Agreement/Understanding, if applicable	☐	
Program related materials, if applicable	☐	
Agency brochures or program materials, if applicable	☐	
Evaluation tools, if applicable	☐	
Certifications download template	☒	Certifications
Assurances download template	☒	Assurances
Collaborative Partner Materials, if applicable	☐	
Certificate of Good Standing/ "Clean Hands": The community-based organization is currently registered in good standing with the DC Department of Consumer & Regulatory Affairs, Corporation Division, and the Office of Tax and Revenue.	☒	Clean Hands Certificate Clean Hand Self-Certification

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 45950

Become a [fan of ZoomGrants™](#) on Facebook
Problems? Contact us at Questions@ZoomGrants.com
©2007-2015 GrantAnalyst.com. All rights reserved.
"ZoomGrants" and the ZoomGrants logo are trademarks of GrantAnalyst.com, LLC.
[Logout](#)