



ABOTA FOUNDATION BOARD POLICIES AND PROCEDURES FOR FUNDS GRANTING

The ABOTA Foundation's Board of Trustees has a standing Grants Committee that will consider and bring forth recommended grant requests for funding by the Foundation Board at the January and July meetings of the Board of Trustees, annually. The Foundation Board of Trustees, after considering the recommendations of the Grants Committee, will determine and approve the funds available for granting by the Foundation for the year at the first regularly scheduled meeting of the calendar year.

Criteria to be Utilized by the Grants Committee:

The Grants Committee shall make recommendations for the grant of funds to applicants who are qualified by determining whether the goals and purposes of ABOTA to provide civics education concerning the history and value of the right to trial by jury, and elevate standards of legal professionalism, integrity, honor and courtesy are furthered by the project or program presented by an applicant. An applicant whose project or program fails to further the goals and purposes will not receive the recommendation of the Grants Committee.

The Grants Committee will rank the projects and programs of qualifying applicants on the basis of the extent to which such projects and programs further the goals and purposes of ABOTA, and amount of grant funding shall be consistent and proportional with the Committee's ranking.

When Grants Will Be Funded:

Grants shall be considered and funding determined by the Foundation Board at its regularly scheduled meeting in January and July during any calendar year. Funding of selected qualified applications shall occur in February and August of each year.

Applications for Foundation grants shall be submitted on or before **September 30th** and **March 31st** of each year, for grant consideration in the immediately following respective January and July grant determination cycles.

For more information:

ABOTA Foundation
2001 Bryan Street, Suite 3000
Dallas, TX 75201
(214) 871-7523
ATTN: Brian W. Tyson, National Executive Director
briant@abota.org



Grant Application

Applicant Organization: _____

Applicant Address: _____

Contact Person: _____

Relationship of Applicant to ABOTA Foundation: _____

Contact Telephone: _____

Area code Number

Contact E-mail: _____

Amount of Request: _____

Brief description of project to be funded (300 words or less)

Return grant request to:
ABOTA Foundation
2001 Bryan Street, Suite 3000
Dallas, TX 75201
(214) 871-7523
ATTN: Brian Tyson
briant@abota.org

Please answer all of the following questions:

1. Mission and history of the applicant organization.
2. Need the grant project will address and audience to be served.
3. Complete description of the project including goals of the project, geography project will cover, and how the project aligns with the mission of the ABOTA Foundation.
4. Anticipated outcomes and how they will be measured.
5. Budget for the project (using attached budget form).
6. Current and pending sources of funding for the project (include name of source and amount provided).
7. Is this a one time or ongoing project?
8. If ongoing, how will the project be funded in subsequent years?
9. Name, title and qualifications of person(s) managing the project?
10. ABOTA Foundation members involved in the project.

Required attachments:

1. List of organization's board of directors including name, title, professional affiliation.
2. Copy of IRS Determination Letter confirming 501(c)(3) status.
3. Copy of organization's current year operating budget.
4. Supporting program materials.