



## **LEHIGH COUNTY LAWYER'S CHARITABLE FUND GRANT**

The Bar Association of Lehigh County ("BALC") has established a fund with the Lehigh Valley Community Foundation known as the Lehigh County Lawyer's Charitable Fund. The Fund is made possible by the generosity of our members. On an annual basis, BALC awards grants of up to \$5,000.00 each to selected Lehigh Valley 501(c)(3) organizations. Interested Lehigh Valley 501(c)(3) organizations are invited to submit a grant Application to BALC in accordance with the below Application Guidelines.

2024-2025 Theme: Enhancing programs that serve youth in the Lehigh Valley by improving our youth's health, well-being, and opportunity for development. All Greater Lehigh Valley 501(c)(3) organizations that fit this year's theme are invited to apply.

### **Application Guidelines**

To apply for a Lehigh County Lawyer's Charitable Fund Grant, Applicants must comply with each of the following:

1. Each Applicant must be a 501(c)(3) corporation in good standing, which maintains an active presence in the Lehigh Valley, and provides a product or service which benefits Lehigh Valley communities and/or residents.
2. Complete the attached Application and required narrative.
3. E-mail the completed Application and the narrative as a single file to the BALC Executive Director, Ray Bridgeman at: [rbridgeman@lehighbar.org](mailto:rbridgeman@lehighbar.org). In the Subject Line reference: Application for Lehigh County Lawyer's Charitable Fund Grant. Questions regarding the grant process should be directed to Mr. Bridgeman at (610) 433-6204, ext. 15.
4. Applications must be received by 5 p.m., November 22, 2024. Applications not received by the deadline will not be considered.

Please note that:

- \$5,000 USD is the maximum award (unless prior approval). Smaller grant requests are encouraged.
- The proposed use of Lehigh County Lawyer's Charitable Funds must provide some clear benefit to the Lehigh Valley as a whole, its communities, and residents in the form of providing needed services, new knowledge, developing or sharing of resources, or good practice in learning, teaching, or assessment, or providing disaster relief.
- Applicants not selected for grants are encouraged to submit an application the following year.
- Successful applicants agree to provide to BALC, no later than July 1<sup>st</sup> of the year in which the grant is awarded, a brief written summary detailing how the Grant was utilized or will be utilized by the end of the calendar year, and authorizing BALC to post the summary on the BALC website.
- Funds from the LCLC Fund Grant may not be used for:
  - Registration for, travel to, or accommodation at conferences.
  - Internal staff training and development (although this maybe a secondary outcome); and
  - Fundraising.

### **Process for Making Awards**

The BALC Community Services Committee will evaluate the applications and award grants based on guidelines, committee procedures and approval processes. Grants will be awarded in the first quarter of the year following the Application deadline.

Lehigh County Lawyer's Charitable Fund Grant  
Application

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

Applicant Name(s): \_\_\_\_\_

Organization: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Amount Requested in U.S. Dollars: \_\_\_\_\_

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Along with this completed Application, please provide the following information:

- (1) Proof of 501(c)(3) status
- (2) Name of Payee if grant is awarded
- (3) The address to which the check should be sent and to whom it should be directed if grant is awarded.
- (4) Written Narrative: Within 500 words, please provide, at a minimum:
  - A clear summary of your organization and its mission, how many years it's been in existence, the services it provides, the beneficiaries of those services, and for what purpose it intends to utilize any grant which may be awarded by the Lehigh County Lawyer's Charitable Fund.