



*The Legal Community Building a Better Community...
Through the St. Louis Bar Foundation*

555 Washington Avenue, Suite 100, St. Louis, Missouri 63101
Phone 314-421-4134 Fax 314-421-0013 Email sbaltz@bamsl.org

GENERAL CONDITIONS AND GRANT CRITERIA

Grant Philosophy

The St. Louis Bar Foundation seeks to grant annual awards that meet the Foundation's criteria for innovative projects that address identifiable unmet needs in the community. The typical grant amount is \$1,000 with a maximum limit of \$5,000.

Grant Categories

The St. Louis Bar Foundation will consider grant applications for projects or programs within at least one of the following categories:

1. The advancement of the philosophy of law.
2. The promotion and/or improvement of the administration of justice.
3. The promotion and/or maintenance of high standards for the judiciary and lawyers.
4. The promotion of the public's awareness, understanding, and appreciation of the rule of law, the practice of law, the court system, and individuals' rights and responsibilities under the law.
5. The promotion of diversity and inclusion.

Grantee Eligibility

The St. Louis Bar Foundation **will not** make grants:

1. To individuals;
2. To "for-profit" entities;
3. For religious purposes;
4. For endowment campaigns;
5. For use in carrying out any propaganda or political activity, directly or indirectly, or in attempting to influence legislation, directly or indirectly; or
6. For retroactive projects or costs already incurred.

Grant Application Process

Complete the following application and submit via email to the St. Louis Bar Foundation at the above email address. **Applications must be submitted no later than 5:00 pm October 31, 2021. The awardees will be notified by November 1, 2021.** Funds will be disbursed December 1, 2021. Grantees shall submit a report outlining use of grant funds, objectives met, and activities completed by October 1, 2022 as a condition of receiving a grant. If you have questions, please contact Executive Director Susan McCourt Baltz at 314-421-4134 or sbaltz@bamsl.org.



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GRANT APPLICATION

***Submit, with attachments, not later than 5:00 pm October 31, 2021.
Signature of agreement is required for consideration of application.
Complete and return this page as cover sheet to your grant application.***

Organization submitting application: _____

Person submitting application: _____

Phone Fax Email

How did you hear about us? _____

Attachment #1: Current IRS Ruling Letter for NOT FOR PROFIT TAX-EXEMPT ORGANIZATION confirming the organization is tax-exempt under Section 501(c)(3) of the Internal Revenue Code. Provide current name, address, and telephone if different than shown on the letter.

Attachment #2: List of organization officers/board and name of person directly responsible for the project including affiliation/position and contact information (address, phone, fax, and email).

Attachment #3: A document [preferably not exceeding five (5) typewritten pages] that includes the following information:

- (a) A summary of project/program;
- (b) The Foundation grant category of the project/program;
- (c) The purpose of the grant;
- (d) The benefits to be derived from the project/program;
- (e) The proposed use of the grant funds.

Please read and sign the following agreement.

The grant applicant agrees that the applicant will use the funds within 12 months of the date the Board approves the grant, use the funds only for the purpose requested, and will submit a written report detailing how the grant was used, objectives met, and activities completed within thirty (30) days following that 12-month period. Otherwise, the applicant will return the funds within or after that 12-month period as soon as it becomes clear that the funds will not be used for the purpose for which they were requested.

Person signing for applicant (please print)

Title

Signature

Date



Grant Application Check List

Submit with attachments no later than 5:00 p.m., March 31

		Office Use Only
1.	Attachment #1: IRS Ruling Letter for TAX-EXEMPT ORGANIZATION which would be the recipient of the grant confirming that the organization is tax-exempt under Section 501(c)(3) of the Internal Revenue Code. Provide current name, address, and telephone number if different than shown on the letter.	
2.	Attachment #2: Articles of Incorporation and/or Bylaws and statement of general purpose and activities of the organization.	
3.	Attachment #3: Brief description of persons and geographic area served by the organization and whether any other organization in the St. Louis area serves a similar purpose.	
4.	Attachment #4: List of organization officers, board, chief staff person, and person directly responsible for the project including name, affiliation/position, address, and phone number for each.	
5.	Attachment #5: Summary of the proposal's objectives, activities, target audience, method of achieving the objectives and the timeline by which this will be accomplished. Discuss the benefits derived from this project and in which Foundation grant category this project should be classified and why.	
6.	Attachment #6: Description of plans for permanent financial support of the program, once the proposed funding is completed (assuming the program is to be of an on-going nature).	
7.	Attachment #7: Latest balance sheet and annual operating statement and any relevant comments on the organization's latest balance sheet and annual operating statement, showing details of income and expense.	
8.	Attachment #8: If successful completion of the project/program is dependent on funding from other sources in addition to the St. Louis Bar Foundation, list the other sources contacted and amounts requested from each. Bar Foundation funds will not be disbursed until full funding of the project/program is confirmed.	



Grant Application Check List

Submit with attachments no later than 5:00 p.m., March 31

		Office Use Only
9.	<p>Attachment #9: If the Foundation is unable to fund your proposal in the full amount requested, would a lesser amount of funding be appropriate? ___ Yes ___ No</p> <p>If yes, what is the minimum amount acceptable? \$ _____</p> <p>If less than the full amount requested or the minimum acceptable were approved, what adjustments to the program/project would be necessary?</p>	
10.	<p>Please read and sign the following agreement: <i>The grant applicant agrees that the applicant will use the funds within 12 months of the date the Board approves the grant, use the funds only for the purpose requested, and will submit a written report detailing how the grant was used, objectives met, and activities completed within 30 days following that 12-month period. Otherwise, the applicant will return the funds within that 12-month period as soon as it becomes clear that the funds will not be used for the purpose for which they were requested.</i></p> <p>_____ Title</p> <p>Person signing for applicant (please print)</p> <p>_____ Date</p> <p>Signature</p>	