

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE

Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)

1. TYPE OF SUBMISSION:

Application Non-Construction

2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS):

3. DATE RECEIVED BY STATE:

04-JAN-12

STATE APPLICATION IDENTIFIER:

N/A

2b. APPLICATION ID:

12AC133209

4. DATE RECEIVED BY FEDERAL AGENCY:

FEDERAL IDENTIFIER:

12ACHIA0020003

5. APPLICATION INFORMATION

LEGAL NAME: Iowa Legal Aid

DUNS NUMBER: 087122222

ADDRESS (give street address, city, state, zip code and county):

1111 9th Street, Suite 230
Des Moines IA 50314 - 2527
County:

NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes):

NAME: Gail Klearman
TELEPHONE NUMBER: (515) 243-1198 1678
FAX NUMBER: (515) 246-6075
INTERNET E-MAIL ADDRESS: gklearman@iowalaw.org

6. EMPLOYER IDENTIFICATION NUMBER (EIN):

421079227

7. TYPE OF APPLICANT:

7a. Non-Profit
7b. Community-Based Organization

8. TYPE OF APPLICATION (Check appropriate box).

NEW NEW/PREVIOUS GRANTEE
 CONTINUATION AMENDMENT

If Amendment, enter appropriate letter(s) in box(es):

A. AUGMENTATION B. BUDGET REVISION
C. NO COST EXTENSION D. OTHER (specify below):

9. NAME OF FEDERAL AGENCY:

Corporation for National and Community Service

10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.006

10b. TITLE: AmeriCorps State

11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:

Iowa Legal Aid AmeriCorps Project

12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc):

IA

11.b. CNCS PROGRAM INITIATIVE (IF ANY):

13. PROPOSED PROJECT: START DATE: 09/01/12 END DATE: 08/31/15

14. CONGRESSIONAL DISTRICT OF: a.Applicant b.Program

15. ESTIMATED FUNDING: Year #:

a. FEDERAL	\$ 132,600.00
b. APPLICANT	\$ 106,799.00
c. STATE	\$ 0.00
d. LOCAL	\$ 0.00
e. OTHER	\$ 0.00
f. PROGRAM INCOME	\$ 0.00
g. TOTAL	\$ 239,399.00

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:

DATE:

NO. PROGRAM IS NOT COVERED BY E.O. 12372

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

YES if "Yes," attach an explanation. NO

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. TYPED NAME OF AUTHORIZED REPRESENTATIVE:

Dennis Groenenboom

b. TITLE:

c. TELEPHONE NUMBER:

(515) 243-2980 1620

d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:

e. DATE SIGNED:

11/14/11

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Executive Summary

The project will focus on the CNCS focus area of Capacity Building, resulting in increased access to justice for low-income Iowans and the communities where they live. Ten AmeriCorps members will leverage 350 volunteers each year, to expand Iowa Legal Aid's ability to provide free civil legal help to eligible residents of all 99 Iowa counties, fundamentally improving low-income Iowans' abilities to meet basic needs. By the end of the 2012-15 project period, Iowa Legal Aid will have completed its review of volunteer management strategies that are most likely to expand its capacity -- formalized volunteer recruitment partnerships, volunteer recognition activities, supervision, communication, screening and matching volunteers to projects -- and will have fully implemented at least three effective volunteer management strategies, as part of its Strategic Plan. Further, members and volunteers will have contributed thousands of hours in support of providing critical legal help to Iowans who otherwise would have received less or no access to justice. The CNCS investment of \$132,600 will be matched with \$106,799.

Rationale and Approach

A. NEED:

Equal access to justice is a long cherished, core American value. As the United States Supreme Court held over 50 years ago, "There can be no equal justice where the kind of trial a man gets depends on the amount of money he has." *Griffin v. Illinois* 351 U.S. 12, 19 (1956). Access to our court system is important for everyone, but especially to low-income people. Every day, the courts and state and federal agencies decide crucial issues affecting the safety, security and stability of low-income families. For example, court decisions involving domestic abuse protection orders, evictions and home foreclosures have a major impact on whether low-income families will be safe or in danger of violence, housed or homeless. Agency decisions about food and medical assistance, disability and unemployment benefits, and cash support for children may be the difference between being fed or going hungry. The help of an attorney is important to ensuring that low-income people maintain safe and stable homes and children have the opportunity to become successful, productive citizens.

Iowa Legal Aid's mission is to provide low-income Iowans hope, dignity, and justice through legal help that protects fundamental rights, basic necessities, and access to the judicial system, to meet the equal justice needs of Iowans underserved by the justice system, to fundamentally improve their lives. Iowa Legal Aid serves low-income residents of all 99 Iowa counties, through 10 offices in Iowa's largest communities. Despite Iowa Legal Aid's efforts, barriers for Iowans seeking equal justice are growing. Iowa has increasing numbers of people living below the poverty level. The U.S. Census shows that between 2000 and 2010, Iowa's population grew by only 4.1%. During the same period, the number of

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poor Iowans grew by close to 40%. A report by the Joint Economic Committee, United States Congress, November 2011 State-by-State, reveals that the unemployment rate in Iowa increased 27.7% between October 2008 and October 2011, the percentage of Iowans without health insurance increased 32.3% between 2007 and 2010, and 12.6% of subprime Iowa mortgages (most held by low-income Iowans) were in foreclosure in the third quarter of 2011. The 2010 Annual Report of the Iowa Council on Homelessness shows a 76% increase in Iowans at-risk of homelessness seeking services between 2009 and 2010. Iowa Legal Aid's interventions can help low-income Iowans maintain their income, access to health care, and prevent homelessness and abuse.

These barriers are greater for various groups in Iowa, such as New Americans (immigrants from other nations) with limited English proficiency. The 2009 U.S. Census American Community Survey reveals that over 17,000 Iowans with limited English proficiency meet Iowa Legal Aid's poverty guidelines. Lack of English proficiency is the factor most closely linked to immigrant poverty (Urban Institute, "Assisting New Comers through Employment and Support Services," 6/10/2010), and lack of language access often keeps New Americans from benefits and rights they are eligible to receive. Providing bilingual services to low-income Iowans with limited English proficiency gives them vital legal help, and inspires faith in the legal system.

Poverty also disproportionately harms other groups. According to State Data Center of Iowa, the poverty rates for Native Americans, African Americans, Latinos, and Iowans with disabilities were approximately two to three times greater than the poverty rates for all Iowans ("Native Americans in Iowa: 2011," "African Americans in Iowa: 2011," "Latinos in Iowa: 2011," "Iowans with Disabilities: 2011"). The 2010 Census shows rural and inner city Iowans as the most impoverished. As the November 2011 U.S. Congress Joint Economic Committee's report, "Broken Promise: The Need to Improve Economic Security for Veterans" shows, the percent of veterans living in poverty rose from 5.4% in 2007 to almost 7% in 2010. In Iowa, approximately 5,400 veterans were homeless in 2010. (Basu, "Helping homeless veterans in Iowa survive war's aftermath," Des Moines Register, 2/25/2010).

While the number of Iowans living in poverty grows, resources to help meet those needs have decreased. A 2009 report by the national Legal Services Corporation, "Documenting the Justice Gap in America: The Current Unmet Civil Legal Needs of Low-Income Americans," found that there are 15 times more lawyers delivering civil legal help to the general population than those providing legal aid to the poor. Iowa also suffers from a justice gap, with many low-income Iowans unable to pursue justice, because they cannot afford a lawyer. Based on a two month study conducted in 2011, Iowa Legal Aid estimated that it turned away or underserved approximately 14,000 households in 2011. Insufficient resources hinder Iowa Legal Aid's ability to meet the growing needs of Iowa's poor to access the justice system. By helping Iowa Legal Aid recruit and coordinate volunteers, and implement more effective

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volunteer management practices, as well as through their own service, AmeriCorps members will enhance Iowa Legal Aid's ability to better meet the justice needs of low-income Iowans.

B. VALUE ADDED: AMERICORPS MEMBER ROLES AND RESPONSIBILITIES

Now in its seventh year, Iowa Legal Aid's AmeriCorps Project has a proven track record as a highly effective way to help fill the justice gap by providing more services to underserved Iowans whose essential legal needs would otherwise go unmet. Iowa Legal Aid requests funding for 10 full-time AmeriCorps members (minimum of 1,700 hours of service each), and proposes to place a member in each of its 10 regional offices, located in Cedar Rapids, Council Bluffs, Davenport, Des Moines, Dubuque, Iowa City, Mason City, Ottumwa, Sioux City, and Waterloo. These offices are in Iowa's largest communities, spread across the state to best serve rural and urban residents of all 99 Iowa counties. Each regional office, when fully staffed, has one managing attorney, three or more advocates, and two support staff. Each has a service area covering two to 14 counties, enabling staff, volunteers, and members to provide services in all 99 Iowa counties.

The Project will structure member activities based on the successes it has had over the past six years and enhance those activities that best help low-income Iowans -- Iowans underserved by the justice system -- achieve economic security. These low-income Iowans include veterans; people with disabilities; victims of abuse; members of racial, ethnic, and language minorities; Iowans living in inner cities and in remote rural areas; and New Americans. Members will also work with Iowa Legal Aid's Board and staff to implement goals of Iowa Legal Aid's 2010-14 Strategic Plan, in which improved utilization of a broad variety of volunteers is a key component. Members are ideally suited to enhance the provision of critical legal services, especially as it relates to volunteer recruitment and management. Specifically, members will help Iowa Legal Aid expand its capacity to provide civil legal help to meet the critical legal needs of low-income Iowans through the following activities:

1. Expanding and Improving Iowa Legal Aid's Use of Volunteers to Meet Critical Legal Needs: The primary focus of the proposed Project is for members to recruit and manage essential volunteers, such as lawyers, students, bilingual and other community members, and support implementation of effective volunteer management practices in Iowa Legal Aid's 10 offices. Also, they will help educate other Iowa non-profits and the national community of legal aid providers, to improve their volunteer management practices. These members' roles and responsibilities are more fully described in the Volunteer Generation section below (pp. 16 - 19).

2. Outreach and Promotion: Members will help plan, coordinate, and perform outreach to educate underserved Iowans and their service providers about critical legal rights and responsibilities, and the free services Iowa Legal Aid provides to protect those rights and meet those responsibilities. Outreach will include community legal education presentations that increase the audiences' knowledge of legal

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rights and responsibilities. These seminars will focus on issues that most profoundly impact low-income Iowans: benefits, housing, safety, education, and access to health care. Members will measure the effectiveness of the seminars to improve audience members' lives through interactive pre- and post-tests. Members will perform outreach in venues frequented by underserved Iowans, such as homeless shelters; veterans', seniors', and community health centers; and agencies that work with New Americans. During the presentations, they will also promote service and volunteerism to audience members, providing information about volunteer opportunities. Members will also help plan, draft, produce and distribute outreach and promotional resources (e.g., print, video and web-based), and increase information sharing with civic groups and the public about the importance of providing legal services to low-income Iowans, to increase volunteer service for Iowa Legal Aid.

Members have proven themselves highly effective in providing outreach that improves Iowa's communities. For example, the 2010-11 Project's goal was for members to perform 95 community legal education presentations to a total audience of 2,000 underserved Iowans, with 80% of them increasing their knowledge about fundamental legal rights, and 1,000 indicating they would be able to use the information they received within the next year. The Project exceeded all of its goals, with members performing 113 seminars, to a total audience of 2,208 underserved Iowans. Pre- and post-tests show that 87% of audience members increased their knowledge, and 1,560 believed they would use the information they received. Improving underserved community members' knowledge about legal rights empowers them, and lessens the potential for them to be victimized.

This application proposes that members continue to teach low-income Iowans about important legal rights, increasing its goals to incorporate past successes. Each year, the Project's members will perform a total of at least 110 seminars within the communities they serve, reaching a total audience of at least 2,100 low-income Iowans and/or their service providers. Using pre- and post-tests, members will be able to document that at least 80% of audience members will learn about important legal rights, and at least 1,400 will be able to use the information for their benefit. Members will aim to exceed these goals, but recognize that underserved populations are the most difficult to reach.

3. Service to Clients: Members, under the supervision of Iowa Legal Aid lawyers, will assist in a wide range of legal services support, so that Iowa Legal Aid can provide critical help to more low-income Iowans. These tasks include new client intake screening, research, interviewing clients and witnesses, and document drafting. Members will also refer low-income Iowans to other agencies that can help with non-legal problems, to ensure they receive a full range of help. Members will perform these tasks using Iowa Legal Aid's resources and technology tools, and will travel to meet with clients, when necessary. For example, members will provide support services to domestic abuse victims by helping them complete their applications for legal services, locate self-help materials for protection and support

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orders, and connect to victim advocates and other services. They complement the legal work of Iowa Legal Aid's lawyers by reviewing court files and other sources of evidence to enhance the clients' cases, organizing client files, and helping locate and prepare witnesses, so the attorneys can better perform their roles. Members also help coordinate self-help divorce clinics, where law students and underutilized volunteer lawyers help low-income Iowans prepare their own divorce pleadings, using self-help forms Iowa Legal Aid helped develop. Members have been very effective in expanding Iowa Legal Aid's capacity to help more underserved clients. For example, the 2010-11 Project's members completed intake screening and other support tasks for over 3,000 new clients. The proposed Project's members will continue to support the provision of service, resulting each year in at least 3,200 otherwise underserved low-income Iowans getting essential legal help. Members will also promote volunteer opportunities for former clients.

4. Aiding Limited English Proficient and other New Americans: The Project will recruit at least two bilingual members of the 10 it enrolls each year to interpret and translate vital communications between Iowa Legal Aid and its clients, and increase the scope of self-help materials into the main languages of Iowans with limited English proficiency (LEP), complementing the work of Iowa Legal Aid's LEP service provision practices. They will expand Iowa Legal Aid's capacity to make high-quality legal help available to more LEP Iowans. AmeriCorps members and the volunteers they recruit have been very successful with these efforts. For example, with AmeriCorps' support, between 2006 -2011 the number of non-English self-help articles posted on Iowa Legal's website nearly tripled, and visits to these resources grew from 1,547 in 2006 to over 5,000 in the first three-quarters of 2011. Moreover, with the help of AmeriCorps members and their volunteers, Iowa Legal Aid did not have to outsource any of its Spanish language translations in 2011, reducing total translation outsource costs by close to 80%, while expanding Iowa Legal Aid's ability to provide quality services.

AmeriCorps members are uniquely positioned and highly effective in solving this community need: enhancing the provision of essential civil legal services to the poor. Requiring a 48 week service commitment, the Project attracts applicants wanting to serve for a significant, intense period of time. This environment lets members learn and flourish. With a finite time commitment, the Project attracts a wide variety of talented, public interest minded people who otherwise could not make a more permanent commitment to a job, thus bringing unique skills and interests to Iowa Legal Aid. Members have access not only to Iowa Legal Aid's resources, but those of the Iowa Commission on Volunteer Service and the Corporation for National and Community Service, which enhance their connection to the national service movement, and their ability to bring a unique perspective to each of Iowa Legal Aid's 10 law offices. Members provide a high level of impact for a modest investment.

C. EVIDENCE-BASED - MEASURABLE COMMUNITY IMPACT

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Research shows that providing low-income people with legal services helps them become self-sufficient, and improves the communities in which they live. As the 2003 study "Explaining the Recent Decline in Domestic Violence" found, the help of a lawyer is the only service proven to minimize the chance that domestic abuse victims will be further harmed (Contemporary Economic Policy Vol. 21, issue 2, pp 158-172). In a like manner, the 2011 study, "The Limits of Unbundled Legal Assistance: A Randomized Study in a Massachusetts District Court and Prospects for the Future," reviewed outcomes for people threatened with eviction, finding that two-thirds of those receiving full representation retained possession of their homes, whereas only one-third of those receiving limited legal help avoided eviction (<http://ssrn.com/abstract=1948286>). As described more fully in the "Organizational Capacity" section below (p. 19), each year Iowa Legal Aid's provision of free legal services in civil (non-criminal) law cases helps thousands of low-income Iowans get and maintain safe and stable housing and income support (e.g., Social Security and veterans' disability and pension, food assistance, and medical benefits), as well as get protection from domestic abuse and unfair debt collection. The impact of free legal services to the poor goes far beyond the courtroom. As Dr. John Bigelow, Executive Director of Southwest Iowa Mental Health Center explained, Iowa Legal Aid's legal help for his patients has resulted in "...definite health benefits that stem from protection from abusive relationships, reduced stress, improved financial status, access to health insurance, and stable housing."

Legal intervention also has a significant financial impact on Iowa communities, as studies from other states with similar programs demonstrate. For example, "The Economic Impact of Nebraska Legal Aid -- 2007" reveals that the combined value of that program's direct and indirect benefits (improved quality of life, state tax savings, economic development) resulted in \$3.97 in benefit to Nebraska for every dollar of cost. Also, a report entitled "Economic Impacts of Legal Aid: Civil Justice for Low-Income People Creates Ripple Effects That Benefit Every Segment of the Communities We Serve," evaluated programs in New York, finding that in Westchester County in 2010, its legal services program created a \$4.48 return for every dollar spent, in economic benefits and cost savings. While Iowa Legal Aid has not been able to commission this type of study, its work provides similar economic and quality of life benefits to low-income people in Iowa's 99 counties and the communities in which they live.

Iowa Legal Aid's AmeriCorps program has greatly expanded the provision of vital services to Iowa's poor. AmeriCorps members' activities significantly impact both the clients who receive services from Iowa Legal Aid and the community at large. In 2010-11, members exceeded the Project's goals for volunteer recruitment and management, supporting the donation of over 2,800 hours of volunteer service by attorneys, law students, interpreters, and other community members to Iowa's poor.

Pro Se Clinics are a great example of how AmeriCorps has expanded vital services. Iowa Legal Aid receives many more requests for help with divorces than it can possibly meet. Many Iowans seeking a

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divorce find the 90+ pages of pro se (self-representation) forms and instructions intimidating. An AmeriCorps member organized Iowa Legal Aid's first Pro Se Divorce Clinic in 2008. Since then, members have modified the original model to meet the needs of their service areas, collaborating to improve their projects. Some use corporate attorneys, retired judges, and/or other volunteers. The majority of the attorneys who volunteer for these clinics do not practice divorce law, and Pro Se Clinics provide a meaningful volunteer opportunity they would not otherwise have to serve clients who would not otherwise be served. Members recruit attorneys, law students, and interpreters to support the Clinics, and screen potential clients. Community stakeholders who participated in the 2008-11 Iowa Legal Aid AmeriCorps Evaluation ranked volunteer recruitment and organization of Pro Se Clinics among the most effective member services.

As described more fully above (p. 6), members also exceeded their community legal education goals in 2010-11, performing a total of 113 seminars for low-income Iowans across the state, with 87% of the 2,208 audience members increasing their understanding of important legal rights and responsibilities. Community stakeholders also found these seminars to be among the most effective services members performed. One respondent, who worked for a foster grandparent program, was particularly impressed by a presentation her seniors attended concerning credit scams because it would help them avoid being victimized by people who prey on older Iowans. These seminars educate low-income Iowans to act proactively, and minimize the need to seek legal help. AmeriCorps service is a highly effective way to help meet the legal needs of Iowa's poor.

D. MEMBER EXPERIENCE

The Project provides members a unique opportunity to help empower underserved Iowans. This service promotes a lifelong ethic of service and civic responsibility, as members grow to appreciate the diverse nature of communities and understand the legal system's impact on the quality of people's lives. Members gain knowledge and skills needed to be civically engaged through service. They represent Iowa Legal Aid in meetings with community stakeholders, and with attorney supervision, help educate low-income Iowans about their legal responsibilities and rights, and resolve their legal problems. They also recruit and manage volunteers to help fill the justice gap, and support Iowa Legal Aid's Strategic Plan goal to enhance volunteer management practices. They become leaders in their communities and beyond. During orientation, they learn that they must wear their AmeriCorps pin at all times they are serving, and to identify themselves as AmeriCorps members. They are trained to connect in a variety of ways with other members, in and outside of Iowa Legal Aid. Although they serve in different sites across Iowa, within Iowa Legal Aid they meet one another at trainings in Des Moines. Technology also helps them connect (e.g., they have their own chatroom, they participate in monthly project conference calls).

To enhance their connections with other AmeriCorps members and national service participants, the

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Project strongly encourages them to attend trainings and service projects the Iowa Commission on Volunteer Service and other AmeriCorps projects support, and to collaborate with members in other local organizations. Members also gain leadership skills and AmeriCorps connection through community projects. For example, for his Martin Luther King observance project in 2011, the member serving in Sioux City helped organize a coalition of seven local agencies to collect enough blankets, socks, sleeping bags, and toiletries to help close to 400 people who were homeless and help the community perform a better assessment of the area's homeless. Members complete monthly reports to describe their activities, and reflect on what they learned and achieved. The Project encourages them to discuss their successes and struggles formally in their monthly AmeriCorps meetings, and to reflect further in their mid-term and end of term self-evaluations. These reflections show the development of skill, knowledge, understanding of the importance of civic engagement, and a lifelong ethic of service. Experience proves the value of this Project, which had a 100% retention rate in 2010-11. All members who completed service in 2010-11 completed civic engagement surveys that showed increased civic engagement scores, with 91% agreeing or strongly agreeing that their AmeriCorps service increased the likelihood that they would participate in community service in the future. Also, all agreed that service in the Project improved their skills, knowledge, and attitudes about civic engagement, with 91% improving in at least half of the areas surveyed. Most former members have taken jobs, volunteer opportunities, and/or further education focused on civic engagement. For example, one former member is the volunteer coordinator for her local United Way, another manages a legal services office serving Native Americans, and yet another is a program officer with a state volunteer service commission.

E. OVERALL PICTURE - PROGRAM DESIGN LINK

As described above, the justice system is often a vital means for low-income people to achieve economic opportunity, yet while the number of impoverished Iowans is rising, the resources to help them protect their legal rights and understand their responsibilities are shrinking. Through their own service and that of the volunteers they recruit, members will increase Iowa Legal Aid's ability to close the justice gap. AmeriCorps members are particularly well suited to deliver these interventions for many reasons, including that they come to Iowa Legal Aid with a strong service ethic, wanting to expand their skills to improve the communities they serve. The structure of their positions -- non-attorneys in poverty law offices-- allows them to focus on meeting community needs primarily through volunteer management, community education provision, and client support service. Historically, this basic design has proven highly effective, as members have exceeded Project goals, expanding significant legal services to more low-income Iowans.

F. AMERICORPS MEMBER SELECTION, TRAINING, AND SUPERVISION

1. Selection: Iowa Legal Aid will continue to use broad recruiting strategies designed to reach a

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diverse group of individuals, to ensure that those selected will reflect a diverse member corps. Iowa Legal Aid utilizes the mandatory recruitment system found on the AmeriCorps website; statewide and national recruitment websites (e.g., Iowa Workforce Development); Iowa Legal Aid's own website; postings at colleges, universities, and veteran agencies; and promotion through Iowa Legal Aid's regional offices, including to former clients. To ensure diversity, the Project recruits through Iowa's Bureau of Refugee Services and Department of Human Rights, the Iowa Developmental Disabilities Council, state and local Civil Rights Commissions, and faith- and community-based organizations that work with underrepresented populations including people with disabilities, New Americans, and veterans. Site Supervisors also interview applicants and help with selection, to ensure that members best meet the needs of individual offices and the communities they serve. Recruitment will begin in the spring, with members starting on or after September 1, 2012. Iowa Legal Aid has historically successfully recruited and retained members who are New Americans, low-income, rural, older, veterans, people with disabilities, and members of faith-based organizations and communities of color. The Project Director is also the chair of Iowa Legal Aid's Equal Employment Opportunity and Limited English Proficiency Committees, and has broad experience with diversity issues.

2. Orientation: Each Site Supervisor is the Managing Attorney for the Iowa Legal Aid office the member serves. Each member receives his/her contract, a detailed memo, and orientation agenda on his/her first day of service, which describes specific responsibilities, goals, and objectives (and sets forth a time frame for completing them), prohibited activities, and an introduction to Iowa Legal Aid and AmeriCorps service. Each member and his/her Site Supervisor takes part in the orientation process, which the Project Director oversees. Members also receive an office/community orientation training checklist, developed by a former AmeriCorps member, to ensure they understand office systems (e.g., time keeping, program technology, policies and resources), and AmeriCorps branding. Each member completes the orientation checklist's tasks within the first month of service. Through orientation, members become more sensitive to the communities they serve, learn about the mission, values, and history of Iowa Legal Aid and AmeriCorps, and learn about their rights and duties.

3. Training: Members receive training and technical assistance on communication, citizenship, disaster response, volunteer recruitment and management, Life After AmeriCorps, and prohibited activities throughout their service. Prohibited activities are reviewed on the first day of service, with updates occurring throughout the term. Site Supervisors ensure that their members learn basic law office practices, meet local community stakeholders, and have the specific training needed for their site. The Project Director oversees coordination of each member's training to ensure s/he can meet his/her individual goals. For example, members learn to perform tasks that include legal research, community legal education, and client help through a shadowing process. They also engage in self-study and

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reflection, using materials such as "Legal Basics 101" and "Starting a Self-Help Legal Clinic" (created by Iowa Legal Aid AmeriCorps members), and on-line instruction from the AmeriCorps website. To help with disaster response, members receive First Aid/CPR training.

Members attend "New AmeriCorps Training," in the fall, where they meet each other, learn more about the histories of Iowa Legal Aid and AmeriCorps, and are trained in communication, outreach, citizenship, and community legal education. "New AmeriCorps" is taped for those who cannot attend. Iowa Legal Aid provides additional training through its fall and spring "Work Group Days," which help all staff and members improve their skills. Special sessions for members focus on citizenship; reflection; coordinating community volunteer projects; and working with diverse, and traditionally under represented populations to help members further connect with each other. Members also are strongly encouraged to attend Iowa Commission on Volunteer Service trainings (including its fall Non-Profit Summit and spring Leadership Institute), as well as trainings provided by other AmeriCorps programs, thus deepening their connection to national service.

In addition, members use monthly conference calls to help develop skills to successfully serve, review their progress, reflect on their service, share ideas, and further connect with each other. During these calls, there is additional training on prohibited activities, citizenship, communication, and volunteer management. The Project Director also uses materials from the CNCS's Resource Center, and she encourages members to take part in training events coordinated by other organizations that are germane to their duties, with prior approval. Members who develop expertise in an area help train other members and staff. Members thus learn skills necessary to serve and lead. Training is the most intense at the beginning of service, although it continues throughout the project.

4. Supervision: All Site Supervisors are managing attorneys who have at least four years of law office supervisory experience, and are trained in member supervision duties each term they host a member, including review of prohibited activities. The sites are spread across Iowa, yet Supervisors are in regular communication with the Project Director via phone, e-mail and in-person meetings. Member supervision is multifaceted. Site Supervisors provide day-to-day supervision, regularly meet with their members to ensure they are prepared to perform their service obligations, and review progress. Iowa Legal Aid functions as a statewide law office, so members have frequent contact with staff from other offices, and receive additional training, supervision, and feedback. Members complete a monthly report and reflection survey that track their achievements. The Project Director regularly reviews these, providing members feedback and analysis of their development and progress to improve each member's experience. Further, members evaluate the program and themselves, and Site Supervisors evaluate their members (mid-term and at the end of the term), promoting discussion about supervision, training, and leadership opportunities, satisfaction with service, and timely resolution of potential conflict.

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G. OUTCOME: PERFORMANCE MEASURES

Iowa Legal Aid's AmeriCorps Project enrolls members who significantly expand Iowa Legal Aid's provision of essential legal education, advice, and representation to underserved Iowans. Members help with a wide range of support activities, track their progress in meeting goals through Iowa Legal Aid's web-based case management system, and submit monthly activity reports. The Project Director reviews these tools regularly, and uses them to report progress each year. Performance goals target changing needs of Iowa's poor, using successes over the last six years for guidance. Specifically, by the end of the proposed three year grant cycle, the proposed Project will accomplish the following:

1. Volunteer Recruitment/Management: Members will recruit 525 new volunteers (175/year) and manage and/or support the volunteer work of 1,050 volunteers (350/year, including those recruited). These volunteers will provide 7,800 hours (2,600/year) of volunteer service, helping 6,600 (2,200/year) low-income Iowans achieve greater economic opportunity through legal education, advice, and representation. Moreover, Iowa Legal Aid will implement at least three effective volunteer management practices (e.g., formalize volunteer recruitment partnerships and/or volunteer recognition activities, coordinate volunteer supervision and communication, screen and match volunteers to projects), as part of its 2010-14 Strategic Plan. This will enable it to expand the provision of vital legal services throughout Iowa, and educate community partners and legal services programs across the nation. During the last three project years, the Project exceeded its volunteer recruitment goals, and in 2010-11, members made significant contributions to the 2010-14 Strategic Plan's goal to improve the use of volunteers.

2. Outreach: Members will teach underserved, low-income Iowans how to access free legal help and improve their financial security. They will perform at least 330 seminars (110/year) to a total audience of at least 6,300 (2,100/year) low-income Iowans and/or their service providers. As a result, at least 80% of attendees will learn about important legal rights, and at least 4,200 (1,400/year) will be able to use what they learned to help them or their clients become more financially and/or physically secure. Members will continue using interactive pre- and post-tests to measure impact, with the Project Director reporting Project totals to the Iowa Commission on Volunteer Service at least annually. In the last three Project years, it exceeded its outreach goals and has adjusted future goals accordingly.

3. Client Service Support: Members will provide support enabling 9,600 (3,200/year) low-income Iowans to receive free civil legal help on matters that most dramatically impact their lives, under the supervision of an attorney. They will help with new client intake, research, interviewing witnesses, and document drafting. Bilingual members will provide these and interpretation/translation services to limited English proficient Iowans. In past years, members have significantly helped Iowa Legal Aid expand services to low-income, underserved Iowans.

H. VOLUNTEER GENERATION

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The proposed program will significantly focus on members recruiting and managing volunteers, and helping implement effective volunteer management practices. This focus will expand the provision of high quality, free legal services and better meet the critical legal needs of Iowa's poor in all 99 Iowa counties served by Iowa Legal Aid's 10 offices.

1. Recruiting and Managing Crucial Volunteers: Volunteer lawyers and community members help Iowa Legal Aid provide free legal help to more low-income Iowans. Members will help recruit and coordinate the work of volunteer lawyers, interpreters, former clients, students, veterans, people with disabilities, and other community members to fulfill needs that would otherwise go unmet. Volunteer activities will include providing education, representation and/or legal advice; staffing legal self-help clinics; providing law office support; providing bilingual support; and writing/translating self-help legal articles for Iowa Legal Aid's website (<http://www.iowalegalaid.org>). Each member will help Iowa Legal Aid expand lawyer and community volunteerism, and help their individual offices and Iowa Legal Aid develop more innovative ways to utilize these volunteers. Each member will meet with his/her site supervisor and the project director to determine the types of volunteers needed and formulate plans to recruit, train, and supervise volunteers. Members will track the type of work, hours, and number of people helped by the volunteers they recruit and/or manage.

Members will work with bar associations, courts, attorneys, and law schools, as well as help recruit community members by partnering with former clients, educational institutions, and government, faith, and community organizations, to expand volunteerism. Members will inform potential volunteers of the variety of volunteer opportunities, help coordinate training and activities, and seek feedback to improve the volunteer experience and increase volunteer service. Volunteers' unique abilities will expand the provision of free legal aid to low-income Iowans, helping them gain economic independence.

Program goals are based on past successes. Each year, members will recruit 175 new volunteers and manage and/or support the volunteer work of 350 volunteers (including those recruited). Projects will vary based on the volunteer's abilities, but may include self-help legal clinic support, new-client intake, legal research, individual client representation, law-office support, and interpretation services. Volunteer time commitments will vary, depending on the project(s); some will be single events (e.g., representing a client, translating a letter, supporting an AmeriCorps Week program), and others will be recurring (e.g., monthly intake or self-help clinic support). Each volunteer will commit to at least five hours of service in a year, with many performing many more hours. Based on local market rates, the value of attorney time is \$140/hour, legal intern time is \$14.18/hour, and other supportive services is \$11.44/hour. Interpretation/translation costs vary, depending on the language, but are over \$50.00/hour. Volunteers will donate a total of at least 2,600 hours of service each year. As a result, 2,200 low-income Iowans who would otherwise not receive help or would receive less service than they

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need will receive legal help to protect important rights, including access to income and health care, safety, and affordable housing. Iowa Legal Aid's experience proves how effective AmeriCorps members are in leveraging resources to help low-income Iowans. The 2010-11 Competitive Project's goal was for members to recruit/manage 120 volunteers, who would volunteer 750 hours. In fact, the Project greatly exceeded those goals, recruiting 173 volunteers, who donated over 2,800 hours of service.

2. Implementation of Effective Volunteer Management Practices: The role of AmeriCorps members in enhancing volunteer management is a core component of Iowa Legal Aid's 2010-14 Strategic Plan. The Strategic Plan's Action Steps include a comprehensive review of Iowa Legal Aid's experiences with recruitment and retention of volunteers; analysis of staff feedback and survey of other organizations' best practices; and developing and refining protocols for volunteer recruitment, training, recognition, supervision, and evaluation to maximize the effectiveness of volunteer service to provide the greatest impact on meeting the legal needs of low-income Iowans. Under the Project Director's supervision, in 2010 members started the comprehensive analysis of Iowa Legal Aid's prior volunteer recruitment, training, management, and retention systems, including research of other organizations' best practices protocols. They also helped coordinate Volunteer Appreciation Month activities in 2011 for each Iowa Legal Aid office. Members will continue to help review, improve, and expand Iowa Legal Aid's Strategic Plan initiatives to maximize volunteer impact for Iowa Legal Aid's 10 sites. The proposed program anticipates that Iowa Legal Aid's 10 offices will fully implement at least three effective volunteer management practices, (e.g., formalize partnerships for volunteer recruitment, formalize volunteer recognition activities, coordinate supervision and communication with volunteers, screening and matching volunteers to projects). Further, staff and AmeriCorps members in Iowa Legal Aid's 10 offices will train other interested local organizations on these practices.

Members will also help Iowa Legal Aid educate about these capacity building efforts on a national level. Members will help write a paper on effective volunteer management practices, which Iowa Legal Aid will submit to the national Legal Services Corporation Resource Information website. This submission will help other legal aid providers build their capacities to improve service provision through more effective volunteer management practices. According to the Urban Institute's 2004 study, "Volunteer Management Capacity in America's Charities and Congregations: A Briefing Report," less than half of charities have adopted most effective volunteer management practices, and less than one third have received any training on volunteer management. There is great potential for the proposed project to educate other organizations about implementing effective volunteer management practices, for the betterment of Iowa charities and national legal aid organizations.

Organizational Capability

A. ORGANIZATIONAL BACKGROUND AND STAFFING

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Iowa Legal Aid provides hope, dignity, and justice to low-income Iowans throughout the state, through legal advice, representation, and education on civil legal issues that best promote self-sufficiency. Through its work and that of its predecessor organizations that merged in 2003 (Legal Services Corporation of Iowa and the Legal Aid Society of Polk County) Iowa Legal Aid has helped low-income Iowans seek and get justice for 35 years. Through advocacy involving 26,500 cases in 2010, Iowa Legal Aid served more than 64,000 low-income Iowans, with 77% of clients receiving sufficient help to address their legal needs. Those helped include 6,101 households with family law issues (e.g., divorce, support), 5,597 households with housing issues (e.g., eviction, foreclosure, unsafe conditions), 3,213 with consumer issues (e.g., predatory lending), and 2,787 with income maintenance and employment issues. While the legal work provided low-income Iowans with over 12 million dollars in direct benefits, the value of this work and the needs it addresses are far greater. For example, most Iowa Legal Aid family law clients are victims of domestic abuse. Iowa Legal Aid helps them get protection, custody, and support orders, ensuring families' physical safety, and providing child support to help them live independently. Legal intervention takes families from poverty and dependency toward self-sufficiency.

Important national, state, and local entities recognize Iowa Legal Aid's commitment to meeting the legal needs of Iowa's poor. As the national Legal Services Corporation's Office of Compliance and Enforcement and Office of Program Performance stated after the most recent site visit in 2007, in the Report of the Quality Review of Casework and Systems Visit, "Overall, Iowa Legal Aid is a dynamic program that provides effective, high quality legal assistance on a wide range of legal issues to low-income persons across the state. (Our) team interviews with judges, lawyers, board members, and other service providers, and members of the client community reflected the high regard in which the program is held" (p. 6).

The primary and secondary contacts for this grant application are Dennis Groenenboom, J.D., Executive Director of Iowa Legal Aid, and Gail Klearman, J.D., AmeriCorps Project Director. Iowa Legal Aid just started its seventh year of successfully administering an AmeriCorps program. Iowa Legal Aid has successfully administered a wide variety of federal funding for almost 35 years. Currently, it gets federal funds directly from Legal Services Corporation, the Internal Revenue Service, and the U.S. Department of Justice. It also receives federal pass through funds from the U.S. Department of Health and Human Services (11 regional Area Agencies on Aging Title III, Part B and E Grants for Supportive Services); U.S. Department of Education (University of Iowa Assistive Technology); U.S. Department of Housing and Urban Development (Iowa Finance Authority Emergency Shelter Grant and Homeless Prevention/Rapid Rehousing Grant); U.S. Office of Community Services (Iowa Finance Authority Social Services Block Grant); and U.S. Department of Treasury (Iowa Finance Authority Neighbor Works America Grant). It also gets funds from 14 United Ways, 19 foundations/industry sponsors, three Iowa

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State government sources (Department of Justice, Iowa Department of Human Rights, Iowa Finance Authority), the Supreme Court's Lawyers Trust Account Commission, and the Boards of Supervisors for Black Hawk, Polk and Wapello Counties. Also, just over 1,000 individuals contributed to Iowa Legal Aid's Campaign for Equal Justice. The proposed project represents approximately 2% of Iowa Legal Aid's total budget. In each of the last five years, Iowa Legal Aid received a grant from the CNCS, representing 1.2% to 2% of total funding each year. In all years except 2011-12 (when it received formula funding), Iowa Legal Aid received a competitive grant.

Iowa Legal Aid's 18-member Board of Directors includes lawyers, clients, and one at large member. In addition to policy establishment and fundraising roles, the Board also approves the AmeriCorps grant and helps publicize recruitment efforts. Dennis Groenenboom, Iowa Legal Aid's Executive Director, has over 30 years of legal and administrative experience. He has been the Chief Executive Officer since 1992, answers directly to the Board, and oversees Iowa Legal Aid's management structure, including the Deputy Directors of Litigation and Program Administration, AmeriCorps Project Director, and Site Supervisors. His role in the proposed grant is primarily administrative, to oversee its integration within Iowa Legal Aid and review performance. The Deputy Director of Program Administration, Patrick McClintock, has over 35 years of experience with legal services programs. He will continue to be responsible for the proposed grant's fiscal reporting and compliance. Gail Klearman, Project Director, will continue to provide overall grant management. She has successfully managed this Project since 2005, and has over 20 years of legal and supervisory experience.

Each of the 10 sites is a regional office of Iowa Legal Aid, located in 10 of Iowa's largest communities. Each has a Managing Attorney who acts as the Site Supervisor, and is responsible for the site's daily operations, including compliance with all fiscal and programmatic requirements, and on-site supervision of staff. In addition to the Site Supervisors, five staff attorneys will also work collaboratively with members. The Project Director has primary responsibility for directing the AmeriCorps project, and supports the work of the Site Supervisors. Each site has been well integrated within Iowa Legal Aid's fiscal and program structures for many years. The AmeriCorps Project is similarly well integrated. All Site Supervisors have practiced law for at least seven to over 25 years, and have managed a legal aid office and/or project for four to over 20 years. The Project Director provides orientation and on-going training to Site Supervisors, and advises staff about trainings the Iowa Commission on Volunteer Service and CNCS provide. Each Site Supervisor's Site agreement describes prohibited activities, and the Project Director regularly reviews these with members and Site Supervisors. In addition, through regular contact with the Project Director, Supervisors help set, review and, where appropriate, modify member service plans and goals, and ensure compliance with AmeriCorps regulations.

The Project Director regularly seeks feedback from members, Supervisors, and other staff, through

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mid-term and end of term evaluations, and uses the Project's Evaluation Plan to enhance best practices and prevent potential problems. For example, in response to member feedback they felt most connected to national service if they served or trained with members from other programs, the Project increased its commitment to have members attend AmeriCorps trainings and activities and connect with AmeriCorps Alums chapters. Members also submit monthly progress and reflection reports, allowing for further compliance monitoring. The Iowa Commission on Volunteer Service (ICVS) has consistently rated the Project as "low risk," and the Project has always promptly responded to any questions the ICVS has had. In each of the last three years the Project filled 100% of member positions, and members have met or exceeded each year's goals. The Project will use the same experienced staff in all of the staffing positions described. In case of staff turnover, Iowa Legal Aid provides intense individualized orientation, support and technical assistance to new staff.

B. SUSTAINABILITY

Ensuring that the impact of this AmeriCorps Project is sustainable beyond the presence of federal support rests on a coordinated approach. Staff and the Board of Directors are currently implementing Iowa Legal Aid's 2010-14 Strategic Plan. Strategic Plan implementation includes helping the organization's Development Unit further enhance and expand Iowa Legal Aid's funding sources to include an even wider range of stakeholders, including new private and government funding sources.

Another factor in ensuring sustainability involves volunteer recruitment. Members will recruit many types of volunteers, including lawyers, former clients, and other community members to expand services. Members' success at recruiting and training sufficient volunteers helps the Project become self-sustaining. The impact of many members' projects will continue after the grant ends. For example, materials that members help write or translate will educate underserved Iowans for many years.

Iowa Legal Aid's community stakeholders and partners work both within the program and through outside collaborations. Internally, these stakeholders include the 18 individuals who serve on Iowa Legal Aid's Board of Directors, providing leadership and seeking input from a wide range of community partners across Iowa. They set the program's priorities, and approve and publicize the AmeriCorps grant. Externally, Iowa Legal Aid enjoys an excellent reputation among community stakeholders and partners. It has long worked with these partners to maximize scarce resources and better serve vulnerable Iowans. These partners include: Iowa Department of Human Services, Iowa Bureau of Refugee Services, local IRS Taxpayer Advocates, local human services agencies, Iowa Department on Aging, veteran groups, local United Ways, Iowa Civil Rights Commission, homeless and domestic violence shelters, service providers for people with disabilities, Bar Associations, the Iowa courts, and educational institutions. For example, AmeriCorps members collaborate with partners that are direct service providers for low-income Iowans, that host and publicize community legal education events.

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Representatives of all of these stakeholders participated in the AmeriCorps Evaluation Plan, completed in 2011, providing insight into how to enhance program performance. These partners will continue to help implement Project activities, by referring potential clients and members, and collaborating in outreach, legal education and volunteer recruitment.

C. COMPLIANCE AND ACCOUNTABILITY

Commitment to ensuring compliance with the AmeriCorps rules and regulations emanates from many Project levels, and occurs primarily by collaboration with the Iowa Commission on Volunteer Service (ICVS) and within Iowa Legal Aid's organizational structure. For example, the Project Director attends the ICVS's annual orientation and monthly meetings, reviews feedback from weekly updates and other contacts, and communicates needed information to Iowa Legal Aid's staff and members. During orientation, each member and Site Supervisor review prohibited activities and other compliance issues with the Project Director, and sign agreements listing prohibited activities. The member agreement clarifies that non-compliance can result in a member's termination for cause, and Site Supervisors understand that their non-compliance could result in them not receiving a member in the future. In addition, the Project Director reviews compliance issues periodically with Site Supervisors and members, including during mid-term and end-of-term evaluations. Where instances of risk or noncompliance are identified, the Project Director will investigate the matter, and where appropriate, seek advice from the ICVS. It is important to note that many of the AmeriCorps compliance rules are similar to those imposed by other Iowa Legal Aid funding sources.

E. ENROLLMENT/RETENTION:

Iowa Legal Aid's program's enrollment and retention rates are 100% in the 2010-11 project year.

F. PERFORMANCE TARGETS AND DEMONSTRATED COMPLIANCE:

The Project met or exceeded all of the 2010-11 competitive grant's targets, with no compliance issues or areas of weakness/risk identified. The ICVS has consistently rated the Project as low-risk for financial and programmatic compliance. For volunteer recruitment, the goal was for members to recruit/manage 120 volunteers, who would donate a total of 750 volunteer hours. In fact, members exceeded these goals, recruiting 173 volunteers, who provided over 2,800 of service. Many of these volunteers were lawyers and interpreters, who provide skilled volunteer service.

The Project also had a goal to educate underserved Iowans about important legal rights by making presentations to low-income Iowans at sites throughout the state. The goal was for members to perform a total of 95 presentations to a total audience of 2,000 underserved Iowans, with at least 80% of audience members increasing their knowledge about how to protect important rights, and at least 1,000 indicating that they would be able to use the information they received. In fact, members made 113 presentations, to a total audience of 2,208 people; of that group, 87% increased their knowledge, and

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1,560 indicated that they would use this information.

The Project also had a goal that 11 members would participate in citizenship training, with 80% increasing their knowledge in content areas on the AmeriCorps Member Civic Engagement Survey. All 11 members participated, and 100% increased their knowledge.

G. MULTI-SITE APPLICANTS:

Members will serve in each of Iowa Legal Aid's 10 regional offices located in Cedar Rapids, Council Bluffs, Davenport, Des Moines, Dubuque, Iowa City, Mason City, Ottumwa, Waterloo, and Sioux City. Each site has successfully hosted AmeriCorps members for at least four years. The criteria required by the AmeriCorps regulations (quality, innovation, sustainability, quality of leadership, past performance, and community involvement) are the same as those Iowa Legal Aid fulfills through the work of its offices. Iowa Legal Aid has maintained operations in each of these 10 communities for over 30 years. Its statewide delivery system and centralized administrative structure ensure that each office receives programmatic management and financial support, while ensuring that offices in the most distressed areas of the state get comparable support and staff. The regional sites are geographically distinct offices of Iowa Legal Aid, using the same program model to support the same program activities, allowing it to pursue the goal of providing equal access to justice to all impoverished Iowans.

H. SPECIAL CIRCUMSTANCES

Iowa Legal Aid has provided high quality legal help to low-income Iowans for 35 years. It is the only program that gives free civil legal aid to low-income Iowans seeking to maintain basic needs in each of Iowa's 99 counties. Iowa Legal Aid serves remote, rural, and resource poor Iowa communities.

Cost Effectiveness and Budget Adequacy

COST EFFECTIVENESS:

The budget for this project includes a request for grant funding for 2012-13 in the amount of \$132,600, with the Corporation per member cost of \$13,260, based on ten full-time members. The cost per MSY is thus below the allowed maximum and less than the current cost of \$13,400/MSY. Iowa Legal Aid's proposed budget includes \$106,799 in program in-kind and cash contributions which represents 44.6% of the overall projected costs of \$239,399. This significant contribution of program resources ensures that adequate support and supervision will be provided to the project and to members. As described in the Organizational Background section, Iowa Legal Aid has diverse resources to support program implementation. Over 50% of its funding is from non-federal sources, including 14 United Way Agencies, 19 foundations/industry sponsors, Iowa Supreme Court's IOLTA Commission, three Iowa government sources, three County's Boards of Supervisors, and many individual contributors. The primary source of in-kind and cash match will be the \$1,814,831 appropriation from the Iowa General Assembly. State funding has been a long-term, stable source, and is unrestricted in its application as

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match. In-kind contributions, such as Project Director and Site Supervisor time, are funded by non-federal sources. These funds will also be used to meet the cash match requirements of member allowances and benefits. The program's Development Unit has steadily diversified Iowa Legal Aid's funding sources. Iowa Legal Aid has greatly exceeded its match requirement through the program's contribution of supervision, support and direct contributions; it will continue to do so.

BUDGET ADEQUACY:

Based on its experience successfully managing AmeriCorps Projects for the last six years, Iowa Legal Aid believes the proposed budget is sufficient to address the projected objectives, outputs and outcomes. The Iowa Commission on Volunteer Service has consistently rated this program as "low risk" in terms of fiscal management. Costs for supervision, including having the Program Director spend 40% of her time supervising the project, are consistent with the needs of the project, and past budgets that have resulted in very successful AmeriCorps programs. The total budget for this Project is \$239,399 for 2012-13, including a request for grant funding of \$132,600, with \$106,799 in match contributions. Iowa Legal Aid's match exceeds the required match amount.

Evaluation Summary or Plan

N/A

Amendment Justification

N/A

Clarification Summary

N/A

Continuation Changes

N/A

Required Documents

Document Name

Status

Evaluation

Already on File at CNCS

Labor Union Concurrence

Sent