

## **LegalCORPS**

### *Microenterprise Eligibility Guidelines*

LegalCORPS will attempt to match lawyers to qualifying microenterprises in need of legal assistance pertaining to routine business law matters such as entity formation, human resources, taxes, contract drafting and review, and other forms of legal advice and representation. LegalCORPS will not process or recruit volunteers for requests for disputes, claims, or lawsuits.

**LegalCORPS** provides free legal assistance to:

- Low-income individuals who want to start or develop a for-profit business; and
- For-profit businesses expanding operations into economically distressed neighborhoods and communities.

### **Determining Eligibility:**

LegalCORPS will assist both new and existing microenterprises, which, for the most part, meet the following criteria:

- Have a business plan
- Have funding or the potential for acquiring funding
- Possess a projection for profitability or the ability to break even within two years
- A potential impact on the community by providing jobs, economic activity or other contributions to the community in which the business is located

LegalCORPS will look at the following factors regarding the **business** to determine eligibility:

- Location of the business in an economically distressed neighborhood or community
- Number and nature of jobs created

To qualify for assistance, the **individual** seeking to establish a microenterprise must:

- Want to start or expand a for-profit business
- Have worked with or completed a business development program, or have a minimum of one year of experience running a business
- Either be low-income or have a for-profit business that exists in, or will assist in developing, an economically distressed neighborhood or community

Additionally, LegalCORPS will look at the following factors regarding the **individual** to determine eligibility:

- Access to credit and capital
- Adjusted gross income
- Family size
- Assets

## **The Referral Procedure**

1. LegalCORPS will review each request to determine eligibility
2. Businesses will be notified of eligibility status
3. Placement with a volunteer attorney may take 2 to 4 weeks
4. While LegalCORPS will attempt to place all eligible clients, we cannot guarantee all cases will be placed with an attorney

*Businesses will not be charged for legal service fees or fees for attorney time, however, they will be responsible for any extraordinary expenses, such as filing fees, copying costs, messenger fees, intellectual property fees, and fees for incorporation. In addition, a LegalCORPS administration fee will be charged for each placement. The current administration fee is \$50.00. Under certain circumstances, the fee may be refunded or waived.*

Please fill out the enclosed application form. Answer all questions and include pertinent paperwork. If you have any questions about the eligibility guidelines or application form, please call 612.752.6678 or 1.888.454.5267.

Please return the completed application form, \$50.00 administration fee, and a copy of your most recently filed business tax form to:

LegalCORPS  
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