

LegalCORPS

Nonprofit Organization Eligibility Guidelines

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

Determining Eligibility

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

- Have a mission statement
- Have worked with appropriate management advisors, and in most cases been referred by such organizations to LegalCORPS
- Are incorporated, with active board members
- Have funding in place or have the ability to demonstrate on-going activities for one year
- Have filed a form 990 with the IRS
- May not have revenues in excess of \$200,000 per year

Priority assistance will be given to those organizations that will or do have an impact on a federally designated disadvantaged geographic area or population.

The Referral Procedure

1. LegalCORPS will review each request to determine eligibility
2. Organizations 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

Organizations 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 IRS form 990 to:

LegalCORPS
600 Nicollet Mall, Suite 390A
Minneapolis, MN 55402

