

AZ Bar Foundation – 2027 Grant Application Instructions

Thank you for your interest in the Arizona Bar Foundation's Legal Services Grant Giving Program. The Foundation is currently accepting applications for 2027 grant awards.

Application Opens

September 16th, 2026
3:00 p.m. Arizona Time

Application Closes

October 12th, 2026
3:00 p.m. Arizona Time

About the Foundation's Grant Giving Program:

The AZ Bar Foundation intends to award grant funding to 501(c)(3) legal service organizations that improve access to justice by providing civil legal assistance to low-income Arizonans at no cost.

The AZ Bar Foundation's staff, Committees, and Board will evaluate grant application submissions and notify successful applicants of award amounts in mid-December for the grant term beginning January 1, 2027. During the grant term, grant recipients are required to provide statistical, narrative, and financial expenditure reports on a regular basis.

Grant Eligibility:

To be eligible for funding through the Foundation's grant giving program, organizations must:

- Be approved by the Foundation's Board of Directors to receive grant awards. Organizations may submit a [Board Approved Organization Application](#) at any time. If the grant period is open, submit it together with the grant application. For some Foundation grants, applicants must also be recognized by the Arizona Supreme Court as an approved legal service organization.
- Provide civil legal advice, limited scope legal services, or full representation in Arizona to low-income Arizonans at no cost.
- Complete and return the Foundation Grant Giving Program Application and any requested documents, as instructed, by the due date.
- Sign and return the 2027 Grant Giving Memorandum of Understanding. Note: If the applicant receives a grant award, the AZ Bar Foundation will sign the MOU with the 2027 grant award agreement.

How to Apply:

Applicants must complete and sign the grant application form provided. If additional space is necessary to complete a response, you may include one additional page with the application. Information provided on the additional page must refer to a specific grant application question.

Completed applications and requested documents in a single PDF, the application for approved status, and signed MOU must be submitted by email to Kass.Urias@azflse.org **no later than 3:00 p.m. (Arizona Time) on October 12th, 2026**. The Foundation will not consider applications submitted after the due date and time.



About the Application

The AZ Bar Foundation uses the grant application to better understand each applicant's organization, the communities it serves, the services it provides, and its role within those communities. Please answer each question completely and accurately, providing the reader with enough detail to understand your organization, proposed services, and use of grant funds. Use the space provided to explain your responses, provide examples, or add any context that may help the Foundation understand your request.

The Foundation's Board of Directors approves grant awards. Funding decisions consider a range of combined factors, including, but not limited to:

- The availability of grant funds.
- The extent to which the proposed services address an unmet or underserved community need.
- Whether the proposed service fills a service gap, expands capacity, or meaningfully complement existing services.
- Collaboration with other legal service organizations or service providers.
- Whether the proposal connects to the purpose of the funding opportunity.
- The applicant organization's demonstrated ability to responsibly administer the grant and deliver the proposed work.

These factors should not be considered minimum requirements to apply. Applying does not guarantee a grant award. Similarly, prior funding does not guarantee future funding.

Questions?

Questions about the grant application may be submitted in writing by email to Chris.Groninger@azflse.org.

The AZ Bar Foundation is dedicated to supporting legal services that improve access to justice throughout Arizona and look forward to your application for funding.



Arizona Bar Foundation – New Application for 2027 Grant Funding

Please complete each section of the grant funding application with information as of the application date, unless the instructions specifically say otherwise. Return a signed copy of the application with the requested attachments. Applications are due by email to Kass.Urias@azflse.org no later than **3:00 PM (Arizona Time)** on **October 12, 2026**.

PART I. Legal Service Organization Profile

A. About the Organization

Legal Name of Organization: _____

Year Founded: _____ Website: _____

Executive Director: _____ Executive Director Email: _____

Contact Person: _____ Contact Email: _____
(if different than above)

Street Address: _____
(principal/admin office)

City: _____ State: _____ Zip Code: _____

Mailing Address: _____
(if different than above)

Telephone Number: _____ Other Contact Method: _____

Is your organization a 501(c)(3)?	Yes	No	Is your organization an approved legal service provider by the AZ Supreme Court?	Yes	No
Counties Served:	Apache	Cochise	Coconino	Gila	Graham
	Greenlee	La Paz	Maricopa	Mohave	Navajo
	Pima	Pinal	Santa Cruz	Yavapai	Yuma

Other Service Area, please describe: _____

B. Financial

Does your organization operate on a:	Calendar Year (January – December)	State Fiscal Year (July – June)	Federal Fiscal Year (October – September)
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What is the organization's current annual operating budget? _____

What was the organization's total annual operating budget for the prior fiscal year? _____

What percentage of the annual budget is government funding (federal, state, and local combined)? _____

What percentage of the organization's annual budget has grant or funder restrictions based on when the funds must be used, the population to be served, and the services to be provided? _____

What are the primary restrictions on the restricted portion of the budget (include time frame, population, or any purpose restriction): _____

Has the organization experienced a reduction or loss of any funding source during the current grant term?	Yes	No
If yes, please explain:		

What is the organization's plan to sustain services if the organization experiences a significant loss of funding?

Does the organization have a finance committee or equivalent board-level oversight of financial statements?	Yes	No
Please describe the oversight process for financial statements and the structure of the group or people responsible:		

C. Administrative

Does the organization currently carry:		
Professional liability/legal malpractice insurance for staff?	Yes	No
Professional liability/legal malpractice insurance for volunteers?	Yes	No
General liability insurance for the organization?	Yes	No
Sexual Abuse & Molestation coverage if the organization serves vulnerable adults/children?	Yes	No
Cyber liability insurance?	Yes	No
Does the organization have written policies and procedures in place for responding to a data breach, including client notification?	Yes	No
If not, please explain:		

PART II. Organization Staffing, Capacity, and Experience

A. Staffing Overview

1. Staff employed by role (FTE) as of the date of application:

Role	FTE
Attorney	_____
Legal Paraprofessional	_____
Paralegal	_____
Legal Support	_____
Administrative	_____

B. Volunteer Engagement

2. Volunteers who supported the organization during 2025, by role:

Role	Number of Volunteers	Total Volunteer Hours	Total Volunteer Hours Direct Service to Clients
Attorney	_____	_____	_____
Legal Paraprofessional	_____	_____	_____
Paralegal	_____	_____	_____
Legal Support	_____	_____	_____
Administrative	_____	_____	_____

C. Clients Served & Capacity

3. Primary clients who received help from staff and volunteers during 2025, by role:

Staff Role	Number of Primary Clients	Volunteer Role	Number of Primary Clients
Attorney	_____	Attorney	_____
Legal Paraprofessional	_____	Legal Paraprofessional	_____
Paralegal	_____	Paralegal	_____
Legal Support	_____	Legal Support	_____
Administrative	_____	Administrative	_____

Part III. Funding Request

Amount of 2027 funding request:

1. Please provide a short, 2-3 sentence overview of the project or services to be funded if awarded:
2. Please briefly describe the need, target population to be served, geographic area to be served, and eligibility for services for the proposed project or service:
3. Please describe the goals of your project or application request, how the goals will be met, and the outcomes expected:

4. Please explain how the project will be implemented or how funded services will be provided:

5. Please describe how the effectiveness of the project or service will be monitored and evaluated:

6. Specifically, how will the grant request support the services proposed? Quantify wherever possible – such as number of staff positions/FTE funded, number of cases anticipated to be supported/clients to be helped, which type of activities will be supported.

7. Please list the organizations within your service area you partner or work with to provide services. Please include the organization's name and the role they have in the delivery of services:

Part IV. Requested Documents

Along with the completed application form, please include the following documents in PDF format:

_____ Organization's Current Bylaws

_____ Client Grievance Procedures*

_____ Client Eligibility Guidelines or Case Acceptance Policies*

_____ Current Board of Directors Roster

_____ Copy of most recent financial audit report and, if any, management response to findings

_____ Copy of organization's conflict of interest and non-discrimination policy.

*Applicants that do not provide direct client services and would not have the second or third items requested should include a statement with explanation.

Part V. Signature

By signing below, I certify I am authorized to submit funding requests on behalf of the organization, the organization is recognized by the Internal Revenue Service as a 501(c)(3) nonprofit, and that the statements contained in this application are true, complete, and accurate to the best of my knowledge.

Authorized Representative Signature

Title

Date Signed