

Washington State Bar Association



Administrative Law Section Grant Program  
Application for 2014-2015

**PART A – APPLICANT DATA**

**1. Agency/Organization**

Address

City  State  Zip

Phone  Fax  E-mail

Board chair/president

**2. Contact person & title**

*If different than above:*

Address

City  State  Zip

Phone  Fax  E-mail

**3. Type of application**  New  Supplemental  Renewal

**4. Program title**

**5. Total amount requested** \$

**6. Status of program within the organization**  New  Currently in operation

**Washington State Bar Association**

Part A – Applicant Data, continued

**7. Program timeline for use of grant funds (start/end date)**

**8. Geographic scope of program**

**9. Organizational status of applicant**

- Unit of local government.
- Tax-exempt IRS Code 501 C3 non-profit corporation.  
*(please provide copy of IRS certification letter with application)*
- Other (specify):

**10. Employer’s identification**

**11. Certification**

I certify that the proposed program will be operated in compliance with the Americans with Disabilities Act. I further certify that no person shall on the grounds of race, sex, nationality, religion, or sexual orientation be excluded from participation in, be denied the benefits of, or be subjected to, discrimination under this project.

*Authorized representative check here to indicate assent.*

Date
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Name & title of authorized representative


**PART B – PROJECT NARRATIVE** *(please limit part B to two pages)*

Please describe the various aspects of the program, including, but not limited to:

- Program title.
- Period of operation using grant funds.
- Mission statement.
- Program operation and management.
- Expected outcomes.
- Target population.
- Number of individuals to receive services and/or support.
- Explanation of relationship between proposed project and administrative law

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## Washington State Bar Association

### **PART C – WORK STATEMENT: GOALS, OBJECTIVES & TASKS**

Please state the program goal(s), objective(s) for each goal, and tasks for each objective. Please include a specific explanation of the program's correlation with administrative law.

[ ]

### **PART D – EVALUATION PLAN**

Please describe the method of program evaluation, including evaluating the outcomes of stated goals and objectives. Please identify how the evaluation will demonstrate the program's impact in areas of administrative law.

[ ]

### **PART E – BUDGET**

Provide a brief statement regarding the need for outside financial support in order to operate the program. Please describe:

- Annual operational budget of agency/organization (or include copy of budget).
- Program budget, including percentage of budget using WSBA Administrative Law Section grant funds.

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Grant application deadline: **July 11, 2014**

**Please address cover letter to:**

Janell Stewart  
Public Service Project  
WSBA Administrative Law Section

**Mail application to:**

Administrative Law Section – Public Service Project  
Washington State Bar Association  
1325 Fourth Avenue Suite 600  
Seattle WA 98101-2539