



Asian American Bar Foundation of Houston, Inc.

P.O. Box 1351
Houston, Texas 77252

APALSA Grant Grant Application Guidelines 2018

The Asian American Bar Foundation of Houston, Inc. seeks to award 1-3 grants to Asian Pacific American Law Student Association groups of accredited law schools located in the greater Houston metropolitan area.

The 2018 APALSA Grant is a one-time grant, for the Fall 2018/Spring 2019 academic year in the amount of up to \$1,000 depending on need. Grants will be given to 1-3 APALSAs selected by the AABF taking into account the financial need of the specific APALSA group and the nature of the activities or programs for which support is being requested, which programs have to be consistent with the AABF's goals of (1) expanding the scope of legal services available to the Asian American community; (2) increasing the number of Asian Americans working as lawyers or in legal services; (3) educating members of the Asian American community of their civil and legal rights; (4) stimulating legal discourse by and/or about Asian Americans, the Asian American cultures and Asian American communities; or (5) otherwise promoting the interests of Asian Americans. The foregoing criteria may be weighed in any order as determined by the AABF. Applicant APALSA groups should submit application packages containing the following information to the Scholarship/Grant Committee:

1. Name of applicant APALSA organization
2. Contact information (name, address, telephone number, e-mail address)
3. Name of school
4. School address and contact information for registrar's office
5. Information about APALSA, including estimated size and types of programs
6. Projected budget for Fall 2018/Spring 2019 Academic Year, including projected expenses and sources of income
7. Budget from previous Fall 2017/Spring 2018 Academic Year
8. Description (including estimated cost) of programs or activities for which support is being requested (with emphasis on how they satisfy some or all of the foregoing criteria). Please keep in mind that the AABF cannot fund programs or activities that are not in keeping with its mission; therefore, program and activity descriptions should be detailed enough for the AABF to discern whether it is within the AABF's mission or guidelines.



9. Any other information that applicant desires to provide to assist in the application process
10. Cover letter stating how a grant to the applicant will achieve AABF's purposes listed above

The grant recipient will receive a one-time grant of up to \$1,000. The grant recipient is required to submit a final report regarding the programs or activities for which the grant is awarded no later than thirty (30) days after the last of such programs or activities is held or explaining how the grant funds were used and the results of the program or event. Failure to provide the report may jeopardize future grants to the recipient organization.

Grant applicants are advised to use these application guidelines as a reference and checklist to ensure that all necessary information is provided with the original application package. The AABF Scholarship/Grant Committee may contact applicants if additional information is required, but the Scholarship/Grant Committee reserves the right to disqualify application packages from consideration if key information is not included. The AABF reserves the right to subdivide the grants or increase the number of grants in its sole discretion.

Application packages must be postmarked no later than September 5, 2018, and mailed to the following address:

Asian American Bar Foundation of Houston, Inc.
Attn: Scholarship/Grant Committee
P.O. Box 1351
Houston, Texas 77252

Grant applications may also be submitted via electronic mail to Dat Tran at dtran@southernco.com.