



PRO BONO FUNDING REQUEST FORM

Student groups or individuals may request partial funding of Pro Bono activities twice each semester. Funding requests for the fall semester should be submitted to the Pro Bono Advisory Committee by **May 15th** or **September 15th** for the fall semester, and by **November 15th** or **February 15th** for the spring semester.

Name of Requesting Party: _____

Phone: _____ Email: _____

Please allow at least 2 weeks after the deadlines for form processing and consideration.

Desired Funding Amount: _____

Please attach a detailed breakdown of the project budget, keeping in mind that pro bono funding will not sponsor food or fundraising projects but may be used for such costs as training materials, copies, flyers regarding services, travel, etc .

Other Sources of Funding (including amount): _____

Please also submit a formal written statement of no more than two pages providing the following:

- A description of the Pro Bono project;
- An explanation of who will be providing the Pro Bono services;
- A description of the target community to receive services and the need for these services;
- An explanation of how the proposed project fits within the Hastings designation of Pro Bono, which is defined as “volunteer work in law related services provided directly to or on behalf of under-represented individuals or communities”;
- The dates for the delivery of the Pro Bono services;
- An explanation of the impact that the receipt or non-receipt of funding will have on the delivery of these services.

**** Submit Funding Requests to stuartn@uchastings.edu or to Room 350 of the Tower. ****