

To: Organization Leaders

From: Tanveer Shah

Roger Williams School of Law – American Bar Association Representative

Congratulations on your election!

My name is Tanveer Shah, and I am honored and excited to introduce myself as your new Roger Williams University School of Law ABA Representative. I realize how difficult it is to balance anything with law school, but I encourage you to take advantage of all the opportunities the ABA Law Student Division has to offer, especially in regards to your student organization.

I strongly recommend that every student group apply to the ABA Law Student Division Grant Program. This organization provides financial and program support to student organizations of ABA-approved law schools to establish programs and other activities that emphasize diversity, ethics, professionalism training and public interest/service activities.

Any entity or individual at RWUSOL is eligible to submit a grant application, and may submit more than one application a year. Awards will be based on the submission of well developed proposals in accordance with the application instructions, with preference given to those that display a benefit to the community, law students, and the profession. Because the Grant Program has a limited amount of resources, all proposals will be closely examined so funds can be disbursed to as many programs and schools as possible. The maximum possible award allowed is \$500 per application and project.

Groups/Individuals may apply for funding to conduct programs and activities taking place between September and May of each year. Applications should be submitted a minimum of four weeks prior to the date of the project. Applications must be submitted via email to the Chicago office and must contain all requisite information and accompanying materials. The Division expects that an application will have all available background detailed in the application, specific budgetary figures and detailed information to aid the committee in its review. Appropriate information includes the origin of the program, the purpose it seeks to fulfill, the means by which it will be accomplished, and all alternate funding that is being sought and that has been secured. All completed applications, including budgets, will be reviewed by the Division upon submission. Preference will be given to first time programs or projects that display a benefit to the community, law students, and the profession.

In addition to the application, the following factors may be considered:

- Level of community involvement and/or benefit resulting from the project;
- Necessity of Division funding to the possibility and/or success of the project;
- Likelihood the project will continue the following year;
- Compliance with all application requirements, particularly the budget.

The application (provided) is also available online at <http://www.abanet.org/lcd/grant.html>.

All complete applications, including budgets, will be reviewed by the Division upon submission. Generally, notification is sent via email to the appropriate contact within two weeks of receiving the grant, provided no additional information is requested by the committee. Please contact me directly at [tshah393@hawks.rwu.edu](mailto:tshah393@hawks.rwu.edu) for more information.

\*\* In addition, although grant proposals are highly recommended though not required, the SBA reserves the right to give preference to those groups that have filed an application and provided a copy to the RWUSOL SBA ABA Representative\*\*