

Administrative Office of the Courts

NOTICE OF FUNDING AVAILABILITY

NOFA #: N17-0018-26N

NOFA Issued: January 6, 2017 **Reissued: January 12, 2017 Revised February 6, 2017**



Access to Justice Department

Rent Court Volunteer Lawyer of the Day (RCVLD) Grant

The Maryland Judiciary seeks applicants to operate a new program: the Rent Court Volunteer Lawyer of the Day (RCVLD) program. This program will match tenants with pro bono lawyers who will provide limited scope representation on the day of court in non-payment of rent and rent escrow cases in Baltimore City District Court.

Grant Purpose

Grantee(s) will operate the RCVLD program on behalf of the Judiciary, including recruiting, training, scheduling and supervising pro bono attorneys who will appear on behalf of tenants in non-payment of rent and rent escrow cases. Attorneys will represent tenants who wish to assert a defense in a rent court case and in negotiations with landlords and landlord's agents.

Eligible Applicants

- Non-Profit Organizations
- Institutions of Higher Education

Match Requirement: None

Availability and Awards of Funds

The availability of funds is contingent upon the provision of funds in the Maryland Judiciary budget by the Maryland General Assembly for Fiscal Years 2017 and 2018. Applicants who are awarded funding will receive notice in early February, 2017.

Funding Cycle: March 1, 2017 – June 30, 2018.

APPLICATION SUBMISSION INFORMATION

Application Due: **February 10, 2017**

Document: **Scan all documents into one PDF.** Submit by email only.

Email Subject Line: "RCVLD Grant Application – [Applicant Name]"

(Please submit emails with the Subject line as described.)

Delivery Address: Pamela.Ortiz@mdcourts.gov

Grant Submission Checklist

- Signed Grant Application
- Proposed Budget with Justification,
- **Support Letter**
NEW* do not need a letter from an administrative judge*
- Scan all documents into one pdf

Additional Terms & Requirements

- General Grant Conditions
- Special Conditions for the FY17-FY18 Rent Court Volunteer Lawyer of the Day Grant Program

TECHNICAL ASSISTANCE Conference Call

Conference Call: **January 17, 2017; 10:00 a.m.**

To Participate: [DIAL: 1-866-247-6034](tel:1-866-247-6034)

[CODE: 8528008595](tel:8528008595)

(This conference call is NOT mandatory.)

Successful Applicant Tools & Tips

- Read NOFA, General and Special Conditions and application in their entirety.
- If needed, seek guidance with department staff prior to the application deadline.
- Whenever possible, provide timely data in your responses that demonstrates the effectiveness of your program.
- Provide a justification for every budgeted line item.
- Proofread your application. Submit one pdf via email to Pamela.Ortiz@mdcourts.gov.

Questions: [Pamela Ortiz](mailto:Pamela.Ortiz@mdcourts.gov)

Pamela.Ortiz@mdcourts.gov / 410-260-1258

APPLICATION FORMS AVAILABLE