

Regional Funding

Fiscal Year 2022 - Partner Funding Application

Legal Aid Works (Formerly Rappahannock Legal Services)

Agency Total Budget

In the boxes below provide an overview of the administrative costs associated with your total agency budget.

Expenses

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Salary	866,891.4 2	993,348.6 8	993,348.6 8	1,011,441. 40	1,027,948. 00	742,668.6 0
Benefits	205,030.0 3	249,044.9 5	249,044.9 5	245,449.4 6	273,118.54	209,042.0 8
Operating Expenses	123,255.8 1	131,205.0 0	131,205.0 0	127,228.6 9	126,956.0 0	117,560.00
Capital Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Other Expenses	56,538.34	80,392.00	80,392.00	67,828.00	83,674.09	68,180.00
Total	1,251,715. 60	1,453,990. 63	1,453,990. 63	1,451,947. 55	1,511,696. 63	1,137,450. 68

Revenues

Please include revenue associated with your entire organization. This section represents the TOTAL revenue your organization is receiving. The revenue associated with specific programs will be listed within your program budgets; this section represents total revenues. (For example if your organization requests funding for multiple programs the total amount requested from each locality or other entities goes within this section)

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Caroline	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Fredericksburg	29,380.00	29,380.00	29,380.00	29,380.00	29,380.00	29,380.00
King George	0.00	0.00	0.00	0.00	0.00	0.00
Spotsylvania	28,684.00	28,684.00	28,684.00	28,684.00	28,684.00	28,684.00
Stafford	32,445.00	32,445.00	32,445.00	31,796.00	32,445.00	31,796.00
United Way	52,000.00	52,000.00	52,000.00	52,000.00	0.00	18,750.00
Grants	1,109,394. 85	1,089,042. 99	1,089,042. 99	1,106,626. 40	908,753.8 1	923,442.7 0

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Client Fees	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising	253,872.74	40,600.00	40,600.00	59,867.40	35,800.00	26,500.00
Other (Click to itemize)	21,484.50	180,338.64	180,338.64	142,093.75	475,133.82	77,397.98
Total	1,528,761.09	1,453,990.63	1,453,990.63	1,451,947.55	1,511,696.63	1,137,450.68

Surplus / Deficit

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Surplus or Deficit	277,045.49	0.00	0.00	0.00	0.00	

Legal Aid Works (Formerly Rappahannock Legal Services)

Agency Budget Narrative

Administrative Expenses

Provide an overview of the administrative costs for your agency.

Our administrative costs include rental of our office space, utilities, supplies, liability and malpractice insurance, reimbursement of travel (to court), mandatory Virginia State Bar dues, supplies, postage, and equipment such as computers and printers. We also pay for a development director whose job is to manage our fundraisers and solicit donations from individuals.

If your agency is requesting an increase or decrease in administrative funding, please describe in detail the reasons for these changes.

N/A. We are not asking for any increase or decrease. We are asking for level funding.

Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds.

Our administrative costs are modest and in line with the requirements of operating a nonprofit law office. In order to provide the services we offer the residents of PD 16, we have to pay for staff to conduct intake, recruit and train volunteers, and manage our finances.

Capital Expenses

Please provide an overview of the capital costs for your agency.

N/A We do not have capital costs in our budget.

Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

N/A We do not have capital costs in our budget.

Salary & Benefit Expenses

Please provide an overview of any increases or decreases in general personnel expenses for your agency.

In the next two years, we will show an increase in general personnel expenses due to a two-year grant received from the Commonwealth of Virginia in partnership with IKEA.

Please provide a description of any changes to agency benefits structure or cost.

We do not anticipate any changes to agency benefits structure or cost, beyond any customary annual increases that the insurance company may pass along to us. We generally budget for such an increase every year.

Budget Issues

Provide any legislative initiatives or issues that may impact the agency for the upcoming year.

We know of no legislative initiatives or issues that may impact our organization for the upcoming year.

If you are aware of “outside” funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

We are not aware of any outside funding sources that will expire or be reduced on a set cycle or date.

Please detail any identified agency needs or areas of concern that are currently not being addressed in your funding request.

We are concerned about the effect of the pandemic on our budget in several respects. First, our main source of funding is a grant from the Legal Services Corporation of Virginia, which gets its funding from court filing fees, which are significantly down due to court closures and fewer court cases being filed. Second, we anticipate that our costs might rise regarding purchase of PPE and other elements that require us to protect our staff and the clients we serve. We are applying to as many grants as possible, hoping to get some new sources of funding to offset the unanticipated expenses related to the pandemic and to offset the possible loss of funding.

Legal Aid Works (Formerly Rappahannock Legal Services)

Locality Information

Locality Notes

Please use the spaces below to provide any locality specific notes or statements that may be relevant to your application.

Caroline County

In FY 2020, our organization served 123 persons who reside in Caroline County.

City of Fredericksburg

In FY 2020, our organization served 257 persons who reside in the City of Fredericksburg.

King George County

In FY 2020, our organization served 29 persons who reside in King George County.

Spotsylvania County

In FY 2020, our organization served 720 persons who reside in Spotsylvania County

Stafford County

In FY 2020, our organization served 613 persons who reside in Stafford County

Legal Aid Works (Formerly Rappahannock Legal Services)

Agency Information

General Information

Agency Name Legal Aid Works (Formerly Rappahannock Legal Services)
Physical Address 500 Lafayette Boulevard, Suite 100, Fredericksburg, VA, 22401, US
Mailing Address 500 Lafayette Boulevard, Suite 100, Fredericksburg, VA, 22401, US
Agency Phone Number (540) 371-1105 x116
Federal Tax ID # 23-7362601
Web Address www.LegalAidWorks.org
Agency Email Address akloeckner@LegalAidWorks.org

Agency Mission Statement

We champion fairness by advocating for those with the least access to the civil court system. Vulnerable low-income adults who face imminent homelessness through illegal eviction or foreclosure; victims of domestic violence who need civil protective orders, custody/support orders or divorces; and people who are in crisis due to financial abuse by creditors can get assistance from our organization.

Number of Years in Operation 47

Main Contact

Main Contact Ann H Kloeckner, phone: (540) 371-1105 x116, email: akloeckner@LegalAidWorks.org

Job Title Executive Director

Localities Served

Please select any/all localities your agency serves.

Caroline
Fredericksburg
King George
Spotsylvania
Stafford

Collaborative Impact

Describe in detail how the community would be impacted if your agency were dissolved or merged with another partner agency.

LAW is the sole agency in PD 16 giving legal help to indigents in the civil justice system. Confused litigants representing themselves slow the court system as they struggle with presenting their cases, thus slowing the system for everyone. There is no right to a free lawyer in civil matters, so without LAW, these vulnerable clients would have to figure out a complex system on their own. Without Legal Aid helping the most vulnerable in our region, it would be impossible to achieve the standard of equal access to justice for all. If LAW merged with another partner agency, no other agency could deliver the critical legal help a law firm like LAW could achieve. Other agencies would have to hire lawyers, provide malpractice insurance, state bar member dues and other costs of running a law office, and would have to consider difficult ethics issues such as the requirement of setting up screenings for conflicts of interest. If we dissolved, other nonprofits would lose an irreplaceable ally.

Community Impact

Please provide at least 2 examples of how your services have impacted members of our community.

Example 1

19-1000524 "Maria" has four children with husband "Jack", ages 8, 7, 4 and 2. Jack attacked Maria in front of the children, and was charged with felony abduction, strangulation, malicious bodily injury, and assault on a family member. Maria initially came to our office to ask about a divorce, but our staff attorney immediately realized that Maria was still in danger because she had let her emergency protective order expire. Since Jack was in jail without bond, it might have seemed as if Maria was safe, but if he was released, she would be vulnerable, because there were no protections in place. Also, Jack kept mailing strange items to Maria (such as hair and fingernail clippings), which terrified her but were not in violation of any current order. Our staff attorney helped Maria navigate the civil court system to obtain a two-year civil protective order, making it illegal for Jack to have any contact with her or the children, including by mail or any other means. Because of our expert knowledge of the legal system, we were able to establish a legal way to protect Maria and her children from her abuser.

Example 2

18-1000541 "Susan" was assaulted by her husband, "Randy", when she was pregnant with their fifth child. She got a protective order, but then the struggle to support the children became the most pressing legal issue she faced. Randy first tried to claim that some of the children were not his (all were eventually determined to be his through paternity testing), then he claimed he had no income. Our staff attorney doggedly pursued the full disclosure of Randy's income, and successfully convinced the judge to order a child support order for Susan, including \$1,110 per month in support and \$9,073 in arrears for past support from the date she initially filed for support. With the help of this financial support from Randy, Susan and her children have now relocated to be near her relatives so she can have help from her family in raising her five children.

Example 3 (Optional)

19-1000953 "Sonora" fell behind in her rent last Fall and her landlord filed a complaint to evict her. Our staff attorney negotiated a deal with the landlord to postpone the eviction as long as Sonora kept making an extra \$300 payment each month in addition to her usual rent, until the amount she owed was paid off. Over the next five months, Sonora made payments. Because of the negotiations our staff attorney conducted with the landlord, Sonora avoided having an eviction on her record and stayed housed. At our staff attorney's request, the landlord filed a "Notice of Satisfaction" with the court, signalling that Sonora had met her obligation and no longer faced eviction.

Legal Aid Works (Formerly Rappahannock Legal Services) - Legal Aid Works (Formerly Rappahannock Legal Services) Civil Legal Representation Program

Program Overview

You may save your work at any time by clicking on the "Save My Work" link/icon at the bottom or top of the page.

When you have completed all questions on the form, select the "Save My Work and Mark as Completed" link/icon at the bottom or top of this page.

You may also SWITCH between forms in this application by using the SWITCH FORMS feature in the upper right corner. When switching forms, any updates to the existing form will automatically be saved.

General Information

Program Name	Legal Aid Works (Formerly Rappahannock Legal Services) Civil Legal Representation Program
Is this a new program?	No

Program Contact

Name	Ann H Kloeckner
Title	Executive Director
Email	akloeckner@LegalAidWorks.org
Phone	(540) 371-1105 x116

Program Purpose / Description

Provide an overview of this program

We exist to fill the justice gap, leveling the playing field for those who cannot afford an attorney when they face a civil legal matter, such as obtaining a civil protective order, custody or support; stopping an illegal eviction or foreclosure; or being denied a benefit to which they are entitled, such as unemployment benefits or food stamps. We educate the low-income community about their legal rights in civil matters.

Client Fees

Please describe the fees clients must pay for the services by this program.

Our clients are indigent and do not pay a fee for our services.

Justification of Need

Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request.

We are the only agency that offers these services (no duplication). When we get a protective order, an enforceable support order or get unemployment benefits for a client, we help stabilize the community. With their rights protected, clients become self-supporting citizens and the PD16 social services system has fewer clients in crisis who use resources. We assist the court system by representing people who could not afford a lawyer. In a difficult economic climate, our efforts have brought in much needed support orders or benefits for your residents. In FY20, we handled 613 cases, helped 1742 PD16 residents, assisting 198 clients in domestic violence cases, & securing the following benefits: \$127,929 in child and spousal support awards; \$4,651 avoided in collections, \$36,891 avoided in housing matters payments. Our office assists vulnerable low-income residents of your counties by helping them avoid homelessness and protecting them with civil protective orders.

If this is a new program, be sure to include the benefits to the region for funding a new request.

N/A

Target Audience and Service Delivery

Describe the program's intended audience or client base and how those clients are served.

LAW represents people who are under 125% of the Federal poverty guidelines with civil legal matters. According to the 2010 Census, Planning District 16 has 25,829 citizens whose income level makes them eligible for our services. For an average family with one parent and two children, the monthly income limit would be approximately \$2,263. LAW serves all of PD16 (Spotsylvania County, City of Fredericksburg, Caroline County, King George County and Stafford County) from our office in Fredericksburg. In addition, LAW serves all of Planning Districts 9 (Culpeper, Fauquier, Madison, Orange, Rappahannock Counties) from an office in Culpeper and Planning District 17 (The Counties of Lancaster, Northumberland, Richmond, and Westmoreland) and parts of Planning District 18 (Essex, King & Queen and King William Counties) from our Tappahannock office. We have served Planning District 16 since 1973.

If your program has specific entry or application criteria, please describe it here.

Clients must be under the 125% of the Federal poverty guidelines. We only help those with civil legal matters, prioritizing our resources to focus on the critical areas of avoiding homelessness and protecting victims of domestic violence.

Legal Aid Works (Formerly Rappahannock Legal Services) - Legal Aid Works (Formerly Rappahannock Legal Services) Civil Legal Representation Program

Program Budget Narrative

Please indicate in detail reasons for increases or decreases in the amounts you are requesting.

N/A We are asking for level funding.

If an increase is being requested, please describe the impact not receiving an increase would have on the program.

N/A

In particular, please describe in detail if any increase is sought for new positions or personnel.

N/A

Legal Aid Works (Formerly Rappahannock Legal Services) - Legal Aid Works (Formerly Rappahannock Legal Services) Civil Legal Representation Program

Program Specific Budget

Please provide your program specific budget below.

Expenses

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Personnel	339,232.98	430,298.88	471,285.26	393,116.28	399,711.92	399,711.92
Benefits	61,680.80	98,509.09	119,345.85	94,144.62	123,382.76	123,382.76
Operating Expenses	74,199.11	107,769.66	106,834.42	79,880.00	105,839.52	105,839.52
Capital Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Total	475,112.89	636,577.63	697,465.53	567,140.90	628,934.20	628,934.20

Revenues

This section represents revenue specifically associated with your program. Revenue that supports the implementation of your program and the services provided to the community.

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Caroline	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Fredericksburg	29,380.00	29,380.00	29,380.00	29,380.00	29,380.00	29,380.00
King George	3,000.00	0.00	0.00	0.00	0.00	0.00
Spotsylvania	28,684.00	28,684.00	28,684.00	28,684.00	28,684.00	28,684.00
Stafford	32,445.00	32,445.00	31,796.00	32,445.00	31,796.00	31,796.00
United Way	52,000.00	52,000.00	52,000.00	52,000.00	18,750.00	18,750.00
Grants	322,371.89	490,757.88	274,045.28	417,631.90	418,824.20	418,824.20
Client Fees	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising	0.00	0.00	0.00	0.00	0.00	0.00
Other (Click to itemize)	5,732.00	1,810.75	280,060.25	5,500.00	100,000.00	100,000.00
Guardian Ad Litem				500.00		

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Bar Dues				5,000.00		
Guardian Ad Litem	292.00	1,548.50	500.00			
Client Donations	440.00	262.25	100.00			
Bar Dues	5,000.00		1,000.00			
Reserve Fund			278,460.25		100,000.00	100,000.00
Total	475,112.89	636,577.63	697,465.53	567,140.90	628,934.20	628,934.20

Surplus / Deficit

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budgeted	FY 2020 Actual	FY 2021 Estimate	FY 2022 Budget
Surplus or Deficit	0.00	0.00	0.00	0.00	0.00	

Legal Aid Works (Formerly Rappahannock Legal Services) - Legal Aid Works (Formerly Rappahannock Legal Services) Civil Legal Representation Program

Collaborative Impact

Efforts and Partnerships

Describe in detail examples of collaborative efforts and key partnerships between your program and the other programs or agencies in the area.

LAW collaborates through active key partnerships, including working with EmpowerHouse (representing some of their clients in need of protective orders and training their shelter staff on legal rights); RCASA (advising their rape crisis clients on family law and immigration matters); Thurman Brisben Center (regular talks to their residents on tenants' legal rights); Micah Ministries (advising their staff on tenants' legal rights, accepting many referrals from their programs); active participant in Council of Executives, a group of nonprofit leaders which shares best practices in nonprofit governance; active participant in Rappahannock Area Domestic Violence Task Force (area law enforcement, Commonwealth's Attorney and nonprofit groups that work with victims of domestic violence). We produce Know Your Rights presentations held at FAHASS, Micah Ministries, Habitat for Humanity and Thurman Brisben Center.

Collaborative Impact

Describe in detail how the community would be impacted if your program were dissolved or merged with another partner agency.

LAW is the sole agency in PD 16 giving legal help to indigents in the civil justice system. Confused litigants representing themselves slow the court system as they struggle with presenting their cases, thus slowing the system for everyone. There is no right to a free lawyer in civil matters, so without LAW, these vulnerable clients would have to figure out a complex system on their own. Without Legal Aid helping the most vulnerable in our region, it would be impossible to achieve the standard of equal access to justice for all. If LAW merged with another partner agency, no other agency could deliver the critical legal help a law firm like LAW could achieve. Other agencies would have to hire lawyers, provide malpractice insurance, state bar member dues and other costs of running a law office, and would have to consider difficult ethics issues such as the requirement of setting up screenings for conflicts of interest. If we dissolved, other nonprofits would lose an irreplaceable ally.

Legal Aid Works (Formerly Rappahannock Legal Services) - Legal Aid Works (Formerly Rappahannock Legal Services) Civil Legal Representation Program

Number of Individuals Served

Localities

Please provide the actual numbers of individuals served in this program during FY2017, FY2018, and FY 2019, the estimated numbers of individuals served in FY2020 and the projected numbers of individuals served in FY2021.

Locality	FY2017 (Actual)	FY2018 (Actual)	FY 2019 (Actual)	FY 2020 (Actual)	FY 2021 Projected	FY 2022 Estimate
Fredericksburg City	161	141	202	257	150	150
Caroline County	136	108	116	123	95	95
King George County	80	61	41	29	40	30
Spotsylvania County	474	473	386	720	350	400
Stafford County	354	498	427	613	390	400
Other Localities	110	23	0	34	20	20
Total	1,315	1,304	1,172	1,776	1,045	1,095

Legal Aid Works (Formerly Rappahannock Legal Services) - Legal Aid Works (Formerly Rappahannock Legal Services) Civil Legal Representation Program

[View Diagram](#) Goals and Objectives

Goals

Goal:

Provide legal services for victims of domestic violence. We help stabilize & keep the family safe by obtaining protective orders, we also seek child & spousal support. We anticipate the numbers will continue at a high level, due to the stressors tough economic situations create. If the family needs to sort out issues of child custody & visitation, we are able to provide full assistance to the family. Also, we assist the DV victim with other legal matters, such as housing and immigration.

Objectives		2018 Year End	2019 Baseline	2019 Year End	2020 Baseline	2020 Year End	2021 Baseline
Provide advice and representation for victims of domestic violence to obtain protective orders against their abusers.	Total # Clients Served	48	40	55	40		40
	Total # Clients Achieved/Successful	22	20	17	20		20
	% Achieved / Successful	45.83	50	30.91	50	0	50
Provide advice and representation for victims of domestic violence to obtain enforceable orders of child and spousal support against their abusive partner.	Total # Clients Served	62	55	73	55		55
	Total # Clients Achieved/Successful	33	27	24	27		27
	% Achieved / Successful	53.23	49.09	32.88	49.09	0	49.09

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

N/A

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

We plan no changes.

If you are restating the goals or objectives for the prior calendar year, please include those here

We will continue to provide legal assistance (advice and possible representation) to survivors of domestic violence in civil legal matters, such as obtaining civil protective orders, custody and child/spousal support, help with avoiding illegal evictions or foreclosures, and immigration matters as well.

Goal:

Provide legal services for indigent clients who were wrongly denied unemployment benefits. In the recent difficult economic situation, unemployment benefits cases are vitally important to struggling individuals. We are hoping to take a similar number of cases in this area in the following fiscal year, in order to assist at-risk residents of Planning District 16 who have lost their jobs.

Objectives		2018 Year End	2019 Baseline	2019 Year End	2020 Baseline	2020 Year End	2021 Baseline
Provide advice and representation for those who were wrongly denied unemployment benefits.	Total # Clients Served	9	8	3	8		8
	Total # Clients Achieved/Successful	8	4	3	4		4
	% Achieved / Successful	88.89	50	100	50	0	50
Provide advice and representation for indigent clients to obtain back awards and monthly continuing awards of unemployment benefits that were wrongfully denied to them.	Total # Clients Served	8	8	3	8		8
	Total # Clients Achieved/Successful	3	4	0	4		4
	% Achieved / Successful	37.50	50	0	50	0	50

Explanation & Overview

If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case

Over the course of FY 2020, we experienced a significant drop in the number of applicants for our services in the area of unemployment benefits. This was partially due to the fact that the entire Commonwealth was on lock down for the last quarter of the fiscal year and the Virginia Employment Commission (VEC) was not processing cases in a timely manner (which generates possible disputes and administrative hearings which we would help our clients navigate). We are in the process of planning a class action law suit against the VEC on behalf of clients who applied for unemployment benefits but have heard nothing from the VEC since they applied four months ago (the standard response time normally is 21 days). We anticipate that this coming year will see an increase in unemployment claims.

Updates for FY2018

Please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported

We plan to do more outreach to residents of PD 16 during FY 2021 regarding their rights in unemployment cases. As the pandemic continues, this issue will only increase in importance as people struggle to find jobs and to survive periods of unemployment. Navigating the confusing world of unemployment benefits law will take expertise that our staff attorneys can offer to struggling workers.

If you are restating the goals or objectives for the prior calendar year, please include those here

We will continue to advise clients about their rights regarding unemployment benefits.