

Professional Pipeline Grant Application Guidelines

The American College of Bankruptcy Foundation (“the Foundation”) awards grants to legal services organizations whose activities are consistent with the objectives of the mission of the Foundation, including to create an inclusive pipeline of students and professionals in the bankruptcy and insolvency arena, in particular individuals facing obstacles to advancement and success.

Deadlines

Applications for grants in a calendar year must be received by the Foundation **by May 15, 2025**. The Foundation will typically notify applicants of the Foundation’s decisions regarding grant requests by November 15 of the calendar year.

Amount

The Foundation will not ordinarily award grants in excess of \$10,000. The Foundation may make a few grants of up to \$15,000 for the benefit of the applicant; these are intended for new programs or new initiatives so the recipients will normally be first-time grantees. If a request is made for a grant of \$15,000, please provide budgets in the alternative for grants of \$15,000 or of \$10,000.

Prior Grants Reports

For a request to be considered, the Foundation must have received any grant reports which are due for prior grant years. If reports have not been submitted when due, we will be unable to consider your request. If you are unsure whether your reports are current, please email Jenny Cudahy at jcudahy@acbfoundation.org for the status.

Grantee Resources

Before submitting a request, potential grantees are encouraged to review the resources maintained on the Foundation’s website. The Foundation encourages potential grantees to use such resources to maximize the use of funds and avoid unnecessary reinvention of existing programs. The Foundation considers the existence and use of such resources in evaluating particular requests.

Preferred Activities

The Foundation is committed to the award of grants for projects creating spaces for and developing tools to encourage an inclusive bankruptcy and insolvency profession, including:

- Training, mentoring, and enriching the pipeline of young insolvency professionals, including those who may face obstacles to advancement.
- Providing “seed money” to launch or support innovative programming that implements and enhances such programs.
- Producing research, publications, and forums that serve to increase the pipeline of bankruptcy and insolvency professionals.

Excluded Activities

The Foundation does not **ordinarily** grant awards for or to:

- Organizations who have applied for their EIN/nonprofit status may be approved, but the grant will not be funded until the EIN/nonprofit status is granted, assuming the status is granted, and evidence is submitted to the Pro Bono & Grants Committee within the relevant funding year.
- Projects not involving bankruptcy law and/or debtor-creditor counseling and education and activities.
- Propaganda, lobbying activities, media activities or the election of public officials.
- Fund raising benefits or mass appeal solicitations.
- Continuing legal education programs, unless they are for the training of insolvency professionals to help promote and support an inclusive pipeline into the insolvency industry.
- Compensation for the delivery of services whether by paid staff or outside attorneys (payment of staff to administer DEI programs is within the scope of included activities).
- Court filing fees or speaker fees.
- Law school clinics where students are receiving credit for the program.

Conditions of Grants

All grants are subject to the following conditions:

- Only one grant application per program will be considered in each calendar year. If two or more organizations are involved in a program, only one grant application should be submitted.
- Grant awards must be used strictly in accordance with the proposal and budget submitted in writing to the Foundation. A grantee must provide to the Foundation a written request for permission to make any changes or alternate uses of grant funds, and no changes or alternate uses are authorized until approved in writing by the Foundation.
- All publications relating to the activity for which a grant is made must acknowledge the support of the College and Foundation.
- Grant funds must be expended by December 31 of the following year. Any unused funds at that time must be returned to the Foundation unless the Foundation has provided a written extension of time for such expenditure.

- A final written grant report must be provided to the Foundation no later than February 15 after the grant funds have been expended. (For example, for grants awarded in 2025, funds must be used by December 31, 2026, and reports are due by February 15, 2027.)
- The written report must be submitted on the Foundation's form, detail the actual expenditures to the approved grant budget, and include specific outcomes from the grant (such as number of programs, volunteers recruited, clients assisted.) No further grants will be considered for an applicant unless all reports for prior years that are due have been received. The Foundation reserves the right to request additional information or review of any information provided. The grantee agrees to promptly respond to such requests.
- The grantee agrees to notify the Foundation promptly of any material changes in circumstances for the applicant or for the program (including changes in applicant's financial condition or material financial changes for the program).
- The Foundation provides resources on its website for other potential grantees who are developing similar or related bankruptcy pro bono and public service programs. Grantees agree (i) to permit the Foundation to share the materials on its website; or, in the alternative (ii) to provide a description, with a contact person or link for others to learn about the program that the Foundation may post on its website.

The Foundation reserves the right to impose additional conditions as it deems appropriate for grants or a particular request.

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