



Application for Grant Funding from Bench and Bar Fund

The Court maintains a Bench and Bar Fund comprised of the *pro hac vice* admission fee and a portion of the attorney admission fee. The Fund may be used to provide grants to law-related educational or charitable organizations for purposes that advance the administration of justice in the courts and generally enhance the relationship between the Court, its practitioners, and the public, and for which appropriated funds are not available.

All requests for grant funding in the amount of \$500 and above are to be submitted on the attached form. On review of the application, the Chief Judge or Court may require additional information such as: mission statement or similar statement of purpose; confirmation of § 501(c)(3) or similar status; statement of principal funding sources; and organization's most recent financial report.

Please note that forms must be received no less than three (3) months prior to the scheduled event unless, for good cause shown, the time limit should be shortened. Ordinarily, applications received after the event has occurred will not be considered. Past Court funding of projects or programs does not guarantee that future applications will be approved or that equivalent funds will be available.

Applicant organization name _____ Date _____

Contact person _____ Position _____

Address _____

Phone _____ Fax _____ E-mail _____

Project, program or event title for which you are requesting funds:

Please attach a description of the project or program for which you are requesting funding. Include itemized project or program budget, date(s), anticipated speakers, expected attendance, location and an explanation of how the project or program will benefit the Bench and Bar.

Charge to attend \$ _____

Total event budget \$ _____

Court funding requested \$ _____

Is this a repeat project or program? Yes No

Please describe how you intend to fund the project or program, and, if applicable, how you did so in the past):

Has your organization applied for funding from our District Court before? Yes No

If yes, please indicate the year(s) in which you applied, the amount(s) of funding received, and the nature of the project(s) or program(s) funded:

I have completed this Grant Application honestly and completely:

Signed _____ Position _____

Saved Form may be emailed to:
Debra Poplin, Clerk of Court
debbie_poplin@tned.uscourts.gov

Mailing Address:
Debra Poplin, Clerk of Court
United States District Court
800 Market Street, Suite 130
Knoxville, TN 37902