

**NEW JERSEY BANKRUPTCY LAWYERS FOUNDATION
APPLICATION FOR DISCRETIONARY FUND
GUIDELINES AND INSTRUCTIONS**

The New Jersey Bankruptcy Lawyers Foundation is pleased to announce the implementation of its Discretionary Funds program, aimed at dispersing funds to applicants on an emergent basis to assist them in the payment of their overdue, necessary bills and invoices for items such as heating oil, medical bills, automobile repairs, etc. The Foundation will begin accepting applications for distributions in February 2005. Attached to this notice is an application form that the Foundation asks the pro bono attorney to complete and return to the address listed on the form. Please be specific in responding to the questions, especially question #5. If accepted, a check will be sent directly to the creditor. In the event this causes a problem or hardship, the Foundation will entertain requests from counsel to have the funds made payable to the attorney's Trust Account, with such requests to be evaluated on a case-by-case basis.

Please note that funds are limited. For that reason, the Foundation requests that attorneys carefully screen the applications prior to submission. Not all clients that are eligible for pro bono services need the added assistance to pay their creditors. Many pro bono clients are able to obtain the funds necessary to pay the creditor either in a lump sum or through installment payments. To ensure that all qualified needs can be met, the Foundation has established several guidelines for applications:

- a. Applications will only be accepted from attorneys for pro bono clients referred through a qualified Legal Services/Legal Aid program or a law school pro bono program.
- b. Applicants will be offered only one opportunity to obtain funds, and cannot request or expect to receive such funds as a monthly expenditure.
- c. A maximum of \$500 shall be paid out to any applicant. Multiple applicants applying for funds to cure the same bill, invoice, repair proposal, etc. shall be deemed to be one applicant and evaluated accordingly.

Please recognize that this is the Foundation's inaugural year. Its members welcome your suggestions, thoughts, comments and overall feedback on the process. We all hope that the Foundation will continue to expand in future years and make more monies available to as many applicants as possible.