

# Diversity Pipeline Intervention Grant Program - FAQs

## FREQUENTLY ASKED QUESTIONS

Find answers to questions about the Diversity Pipeline Intervention Grant Program, including the application system, eligibility and process, and program guidelines and priorities. For questions about this grant application process, please direct them to [grants@accesslex.org](mailto:grants@accesslex.org) with the word "Question" in the subject line.

### Application System Questions

#### **How do I get to the online application system?**

You may access the online application system [using this link](#). You will also find a link to the online application system on the AccessLex Center for Legal Education Excellence® website.

#### **Am I required to create an account in the online application system to submit a proposal?**

Yes. All applicants must create an account in the online application system in order to submit a proposal. This is a one-time registration process. If you have created an account in the past under the same email address through which you wish to apply again, you will not need to create a new account.

#### **I previously submitted grant application materials to the online system. I am interested in submitting new materials this year. Do I need to create a new account?**

No. You will not need to create a new login and password. However, once logged in, please be sure to make any necessary updates to your contact information.

#### **When is the letter of inquiry (LOI) due?**

Letters of inquiry will be accepted from February 1, 2021 through March 3, 2021 (11:59 PM ET). We strongly urge applicants to begin the process as early as possible. Applications will not be accepted after the deadline.

### **Can I preview the questions before I create an account?**

A PDF version is available on the website so that you can preview and prepare your questions ahead of time.

### **Can I copy and paste text from a Word document into the application form?**

Yes. Please note that the application questions have character limits. After copying and pasting text from Word into the application form, proofread for any loss of information.

### **What should I do if I have technical difficulties with my online application?**

If you have any technical difficulties accessing or using the online grant application, please contact [grants@accesslex.org](mailto:grants@accesslex.org) with the word "Question" in the subject line.

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## **Eligibility and Process Questions**

### **How do I know if my organization is eligible?**

AccessLex will review grant proposals only from U.S.-based tax-exempt non-profit educational institutions and other nonprofit and public organizations. Faculty members, practitioners and researchers may apply for grants through their eligible affiliated organization. Please review the [application policy](#) eligibility section for the exact Internal Revenue Code tax-exempt designations.

### **If I am a member of a for-profit organization, am I eligible to apply for a grant?**

No. AccessLex will not review proposals from for-profit organizations.

### **How can I find my organization's Tax ID Number (TIN)/Employer ID Number (EIN)?**

Please contact your organization's finance office to receive your Tax ID. Your organization's Tax ID number is a requirement for submitting an application.

### **Will the AccessLex accept more than one proposal from an organization or research team?**

Yes. However, no duplicate proposals should be submitted for a specific project.

**If my organization submitted a proposal to another AccessLex grant program, are we eligible to submit a proposal to the Diversity Pipeline Intervention Grant Programs?**

Yes. AccessLex will consider all proposals that fit within the scope of this grant and meet the eligibility requirements.

**I submitted my proposal, but I haven't heard anything from AccessLex.**

Applicants should carefully follow the grant application review schedule on the website for deadlines and notifications.

**How many awards does AccessLex expect to make for the Diversity Pipeline Intervention Grant Program?**

The number of funded proposals varies from year to year, but the process is highly competitive and only a small number of proposals are funded each year.

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## **Program Guidelines and Priorities Questions**

**Is my proposal eligible for funding through this grant?**

To be fundable, programs must (1) have a duration of 12-24 months and seek funding in the amount of \$200,000-\$300,000; (2) focus on college students and/or college graduates from underrepresented racial, ethnic, or socioeconomic backgrounds; (3) include statements of program goals and tangible and measurable objectives; and (4) include an evaluation plan.

Proposals that do not meet the eligibility requirements will not be considered.

**If my program was funded in the past, can I reapply for funding after the grant period ends for continued funding?**

Yes. But grantees should be aware that the odds of receiving a subsequent award of grant funding are low. Therefore, grantees are encouraged to pursue funding from other sources.

**Does the program have to run for at least 12 months and for no more than 24 months?**

Yes, we believe that this is a useful timeframe for planning, implementing, and assessing a program.

**If my program is already in existence, should I provide information about it in the application?**

Yes. Existing programs are required to provide information pertaining to outcomes in the application. It is acceptable to use this data to highlight areas of needed improvement in which grant funds could help.

**What components are you looking for in the evaluation plan?**

Applicants can look for a preview of the questions on the [LOI form](#) and the [Full Proposal application](#). Further, AccessLex encourages applicants to watch our [pre-recorded webinar](#) to learn how to create an evaluation plan for your grant proposal. All applicants invited to submit a full proposal will be required to work with an independent evaluation consultant to develop a project evaluation plan and complete the rubric.

**What types of partnerships and collaborations are you looking for in a grant proposal?**

We encourage applications from programs that display a collaborative approach and strong partnerships with other organizations to achieve the goal of enhancing diversity in legal education. Meaningful collaborations with and between member institutions, existing pipeline programs, diversity and inclusion programs, and other stakeholders in legal education pipeline programs are acceptable.

**Can the AccessLex help facilitate partnerships and collaborations with other organizations?**

We will do our best to help facilitate collaborations and partnerships between organizations committed to enhancing access to legal education for students from diverse backgrounds. Please contact us at [grants@accesslex.org](mailto:grants@accesslex.org) if you are looking to identify partnerships and collaborations.

**What type of information are you looking for as it pertains to program sustainability?**

AccessLex encourages applicants to share as much information as possible with respect to sustainability, including names of current and/or prospective funders, as well as fundraising or development plans.

**What type of information are you looking for in the dissemination plan?**

AccessLex encourages applicants to describe any plans to announce receipt of the grant and/or any plans to disseminate information about program activities and participant outcomes experienced during the period of grant funding. Further, AccessLex will have the exclusive right for 30 days after any results of the Grant are publicly available to publish the results, including the final report, on AccessLex's website. Further information can be found in Section 6. Publicity of the AccessLex Institute Grant Agreement template.

**Are stipends or incentives for study participants permitted as a part of the proposed budget?**

The Diversity Pipeline Intervention Grant Program is intended to support well-designed evaluation. Incentives or stipends may be allowed pursuant to a well-designed proposal.

**Are there any general tips for writing strong proposals?**

AccessLex has compiled the following recommendations that we believe will help improve future proposal submissions for all applicants:

- Review the scope of the grant program closely to ensure that the proposed project adheres to all guidelines provided in the application policy.
- Provide clear and complementary program goals, objectives and outcomes.
- Familiarize yourself with the deadlines.
- Secure sufficient expertise in data analysis and program evaluation.
- Conduct a final review of the application to ensure all information typed or pasted into the online application system appears accurately in the desired format and ensure that you have answered all required questions.
- Ensure that your contact information is current to facilitate correspondence.

Visit our [website](#) for more information about the Diversity Pipeline Intervention Grant Program.