

Wayfind is pleased to announce the 2019 cohort of the:

Nonprofit Advocates Program

What: A mentorship program that trains attorneys to help community organizations become Washington nonprofits with 501(c)(3) status and to help existing nonprofit organizations stay in compliance. Attorneys will gain hands-on experience assisting Wayfind clients with incorporation and obtaining 501(c)(3) status. Wayfind's nonprofit clients are often grassroots organizations serving low-income communities or communities of color. Attorneys will build skills in cultural competency and working with small nonprofit clients. Attorneys will also learn to conduct a "legal health check-up" -- issue-spot compliance areas -- for an established nonprofit.

The in-depth training and resources for participating volunteer attorneys is **free** and comes with over **14 CLE credits** (a value of over \$800), pending approval.

Cohort Attorney Expectations

- Cohort attorneys must commit to taking on two nonprofit matters and one legal health check-up matter over the course of 18 months.
- Cohort attorneys must commit to attending all trainings in person (schedule below).

The nonprofit matters generally involve drafting or amending articles of incorporation, drafting or amending bylaws, preparing the 1023 or 1023EZ to obtain 501(c)(3) status, and advising on compliance issues. The legal health check-up matter entails meeting with a client for two hours to go over Wayfind's **Nonprofit Legal Checklist** and issue-spot compliance areas.

Who: Attorneys committed to helping community organizations, communities of color, and/or low-income communities who want to volunteer with Wayfind to provide assistance to nonprofits and learn the nuts and bolts of nonprofit law.

The cohort will consist of 10 attorneys. Attorneys will be paired up to work on the nonprofit matters. Wayfind volunteer attorneys, Madhu Singh of the Foundry Law Group and Jeff Liang of Ling & Liang PLLC, will provide mentorship over the course of the program.

When: The training portion of the program will primarily take place between January and November 2019. It includes seven 2-3 hour workshops or CLEs (including cultural competency training on serving communities of color), watching one training video (approximately 2 hours), and joining one conference call.

Cohort attorneys must be available on the following dates:

- January 15, 2019 12 p.m. – 2 p.m. (program orientation)
- January 29, 2019 9 a.m. – 12 p.m. (Nuts and Bolts of Nonprofits Part 1)
- March 12, 2019 11:30 a.m. – 2 p.m. (second workshop)
- May 7, 2019 12 p.m. – 2 p.m. (third workshop)
- June 4, 2019 12 p.m. – 2 p.m. (fourth workshop, ethics)
- July 16, 2019 12 p.m. – 2 p.m. (fifth workshop)
- Fall 2019 (Nonprofit Checklist)
- Winter 2019 (conference call)

(If an applicant to the cohort is unable to commit to the training schedule, this program is not a good fit. Please contact Wayfind for other volunteer opportunities.)

Attorneys will receive their first new nonprofit client files shortly after orientation. Attorneys will conduct intakes with their clients before the second workshop. As client issues can vary in complexity, attorneys have flexibility in the length of time it takes to complete incorporation and apply for 501(c)(3) status for their nonprofit clients. Attorneys will take on their second nonprofit matter after completing their first nonprofit matter.

Program mentors will be available as needed for cohort attorneys to ask questions and consult about their nonprofit clients' legal needs.

Cost: FREE

How: Apply by submitting your resume and a cover letter addressing the following questions:

1. Why are you interested in participating in the program?
2. Describe your commitment to serving low-income communities, communities of color, and/or community organizations (including any pro bono or volunteer work completed).
3. What are three ways you would benefit from participating in the program?
4. What are three things you would contribute to the program?
5. Are you able to commit to the program training schedule (see above) and taking on two nonprofit and one legal audit matter in a period of 18 months?

Send your application via email to Brenda Tausch Lapora at Wayfind – brenda@wayfindlegal.org by November 15, 2018. We will notify applicants of our decision by December 15, 2018.