

**Notice to All Interested Parties**

**Key Activities and Dates for the Calendar Year 2019 Grants Process**

The Legal Services Corporation (LSC) is providing notice of the availability of basic field grant funds to provide civil legal services to eligible clients during calendar year 2019. LSC awards grants for the provision of civil legal services, pursuant to LSC's competitive bidding regulation, 45 C.F.R. Part 1634, and the LSC Appropriation Acts. Eligible applicants for LSC funding include: 1) current LSC recipients; 2) nonprofit organizations whose mission is the furnishing of legal assistance to eligible clients; 3) private attorneys, groups of private attorneys or law firms; 4) state or local governments; and 5) substate regional planning and coordination agencies. Learn more about applicant eligibility at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant>.

Grant applications for calendar year 2019 funding will be accepted for specified service areas. LSC will publish the listing of service areas in the Federal Register and at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas> during the week of March 12, 2018. Applicants filing a grant application for any of the service areas listed must file a Notice of Intent to Compete (NIC), and submit a grant proposal responsive to the LSC Request for Proposals (RFP). LSC will publish the NIC application form on or around the week of April 9, 2018 at <http://www.lsc.gov/grants-grantee-resources/grantee-login>.

LSC evaluates grant applications based on the American Bar Association Standards for the Provision of Civil Legal Aid, the LSC Performance Criteria, LSC regulations and the RFP. LSC’s selection criteria are detailed at 45 C.F.R. § 1634.9. Pursuant to the statute and regulation, LSC’s grants process for the provision of civil legal services prohibits preference to current or previous recipients of LSC funds.

Applicants who file a grant application will also complete the LSC Fiscal Grantee Funding Application (FGFA) using the online application at http://www.lsc.gov/grants-grantee-resources/grantee-login. The FGFA will be available on or around the week of April 9, 2018. The deadline for filing the FGFA is May 25, 2018.

All applicants applying to enter into subgrant agreements for 2019, as defined by 45 C.F.R. Part 1627, will provide subgrant information to LSC also using the online application at <http://www.lsc.gov/grants-grantee-resources/grantee-login>. The online application for submitting subgrant information will be available on or around the week of April 9, 2018. The deadline for submitting subgrant information to LSC is the same as the deadline for filing your basic field grant proposal(s).

Please note that grant renewal applicants do not complete the FGFA and do not file a NIC.

LSC has established a service desk to respond to information requests and inquiries about the LSC grants process. Contact the service desk at [LSCGrants@lsc.gov](mailto:LSCGrants@lsc.gov). LSC will hold a free Applicant Informational Session webinar to assist applicants in preparing grant applications and to promote participation in the grants process. LSC will post details about the webinar at <http://www.lsc.gov/meetings-and-events/calendar> as the webinar date becomes closer.

**Please refer to the schedules below for grant application submission deadlines that apply to you.**

The 2019 grants process for grant award and grant renewal applicants follows three schedules as described below. Review the schedule that applies to you for a listing of key activities and dates.

[*Schedule A:*](#schedA)For applicants that have not had an LSC Program Quality Visit (PQV) since January 1, 2016 and for applicants who are not current LSC recipients.

[*Schedule B:*](#schedB)For applicants that have had a PQV since January 1, 2016; will have received a final PQV report by April 30, 2018; and are the only applicant for the service area.

[*Schedule C:*](#schedC)For applicants that have had a PQV since January 1, 2016; will have received a final PQV report during the period May 1, 2018 through July 2, 2018; and are the only applicant for the service area.

**Contact the LSC Grants Service Desk at** [**LSCGrants@lsc.gov**](mailto:LSCGrants@lsc.gov)**,**

**if you have any questions about schedule A, B, or C.****[Schedule A](#schedA)**

For applicants that have not had an LSC Program Quality Visit (PQV) since January 1, 2016, and for applicants who are not current LSC recipients.

**Standard Grant Award Applicants**

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|  | **Activity** | **Date** |
| 1 | LSC publishes the list of service areas for 2019 grant awards at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas> and in the Federal Register | During the week of March 12, 2018 |
| 2 | LSC publishes the NIC application form at <http://www.lsc.gov/grants-grantee-resources/grantee-login> | On or around the week of April 9, 2018 |
| 3 | LSC publishes the RFP (Request for Proposals) online application, at http://www.lsc.gov/grants-grantee-resources/grantee-login *(This RFP is for applicants who are not current LSC recipients, and for current LSC recipients that have not had an LSC program quality visit (PQV) since January 1, 2016)* | On or around the week of April 9, 2018 |
| 4 | LSC conducts the *Applicant Informational Session* online conference to assist applicants in preparing the grant application | April 25, 2018 |
| 5 | Deadline for filing the NIC | May 4, 2018 |
| 6 | LSC publishes the listing of applicants that filed a NIC at http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant | May 9, 2018 |
| 7 | Deadline for filing the FGFA | May 25, 2018 |
| 8 | Deadline for filing the grant proposal | June 4, 2018 |
| 9 | Deadline for filing subgrant information | June 4, 2018 |
| 10 | LSC publishes the listing of applicants that filed a qualified grant application at http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant | October 2018 |
| 11 | LSC publishes grant award decisions at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant> | December 2018 |

**Standard Grant Renewal Applicants**

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|  | **Activity** | **Date** |
| 1 | LSC publishes the grant renewal application at <http://www.lsc.gov/grants-grantee-resources/grantee-login> *(for renewal applicants that have not had a program quality visit (PQV) since January 1, 2016)* | On or around the week of April 9, 2018 |
| 2 | LSC conducts the *Applicant Informational Session* online conference to assist applicants in preparing the grant application | April 25, 2018 |
| 3 | Deadline for filing the grant renewal application | June 4, 2018 |
| 4 | Deadline for filing subgrant information | June 4, 2018 |
| 5 | LSC publishes grant award decisions at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant> | December 2018 |

**[Schedule B](#schedB)**

For applicants that have had an LSC Program Quality Visit (PQV) since January 1, 2016; will have received a final PQV report by April 30, 2018; and are the only applicant for the service area.

**Post PQV Grant Award Applicants**

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|  | **Activity** | **Date** |
| 1 | LSC publishes the list of service areas for 2019 grant awards at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas> and in the Federal Register. | During the week of March 12, 2018 |
| 2 | LSC publishes the NIC application form at <http://www.lsc.gov/grants-grantee-resources/grantee-login> | On or around the week of April 9, 2018 |
| 3 | LSC conducts the Post-PQV *Applicant Informational Session* webinar to assist applicants in preparing the grant application | April 26, 2018 |
| 4 | Deadline for filing the NIC | May 4, 2018 |
| 5 | LSC publishes the listing of applicants that filed a NIC at http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant | May 9, 2018 |
| 6 | LSC notifies applicants by email that they are the only applicant for the service area and are eligible to file the Post-PQV grant application | May 9, 2018 |
| 7 | LSC publishes the Post-PQV RFP *(for current LSC recipients that have had a PQV since January 1, 2016; will have received a final PQV report by April 30, 2018; and are the only applicant for the service area)* | May 14, 2018 |
| 8 | Deadline for filing the FGFA | May 25, 2018 |
| 9 | Deadline for filing the Post-PQV grant application | June 11, 2018 |
| 10 | Deadline for filing subgrant information | June 11, 2018 |
| 11 | LSC publishes the listing of applicants that filed a qualified grant application at http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant | October 2018 |
| 12 | LSC publishes grant award decisions at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant> | December 2018 |

**Post PQV Grant Renewal Applicants**

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| --- | --- | --- |
|  | **Activity** | **Date** |
| 1 | LSC conducts the Post-PQV *Applicant Informational Session* webinar to assist renewal applicants in preparing the grant application | April 26, 2018 |
| 2 | LSC publishes the Post-PQV grant renewal application at <http://www.lsc.gov/grants-grantee-resources/grantee-login> *(for renewal applicants who have had a PQV since January 1, 2016 and who will have received a final PQV report from that visit by April 30, 2018)* | May 14, 2018 |
| 3 | Deadline for filing the Post-PQV grant renewal application | June 11, 2018 |
| 4 | Deadline for filing subgrant information | June 11, 2018 |
| 5 | LSC publishes grant award decisions at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant> | December 2018 |

**[Schedule C](#schedC)**

For applicants that have had an LSC Program Quality Visit (PQV) since January 1, 2016; will have received a final PQV report during the period May 1, 2018 through July 2, 2018; and are the only applicant for the service area.

**Post PQV Grant Award Applicants**

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|  | **Activity** | **Date** |
| 1 | LSC publishes the list of service areas for 2019 grant awards at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant/lsc-service-areas> and in the Federal Register | During the week of March 12, 2018 |
| 2 | LSC publishes the NIC application form at <http://www.lsc.gov/grants-grantee-resources/grantee-login> | On or around the week of April 9, 2018 |
| 3 | LSC conducts the Post-PQV *Applicant Informational Session* webinar to assist applicants in preparing the grant application | April 26, 2018 |
| 4 | Deadline for filing the NIC | May 4, 2018 |
| 5 | LSC publishes the listing of applicants that filed a NIC at http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant | May 9, 2018 |
| 6 | LSC notifies applicants by email that they are the only applicant for the service area and are eligible to file the Post-PQV grant application | May 9, 2018 |
| 7 | Deadline for filing the FGFA | May 25, 2018 |
| 8 | LSC publishes the Post-PQV RFP *(for current LSC recipients that have had a PQV since January 1, 2016; will have received a final PQV report during the period May 1, 2018 through July 2, 2018; and are the only applicant for the service area.* | July 6, 2018 |
| 9 | Deadline for filing the Post-PQV grant application | August 6, 2018 |
| 10 | Deadline for filing subgrant information | August 6, 2018 |
| 11 | LSC publishes the listing of applicants that filed a qualified grant application at http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant | October 2018 |
| 12 | LSC publishes grant award decisions at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant> | December 2018 |

**Post PQV Grant Renewal Applicants**

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|  | **Activity** | **Date** |
| 1 | LSC conducts the Post-PQV *Applicant Informational Session* webinar to assist renewal applicants in preparing in preparing the grant application | April 26, 2018 |
| 2 | LSC publishes the Post-PQV grant renewal application at <http://www.lsc.gov/grants-grantee-resources/grantee-login> *(for renewal applicants who had a PQV since January 1, 2016 and will have received a final PQV report during the period May 1, 2018 through July 2, 2018; and are the only applicant for the service area.* | July 6, 2018 |
| 3 | Deadline for filing the grant renewal application | August 6, 2018 |
| 4 | Deadline for filing subgrant information | August 6, 2018 |
| 5 | LSC publishes grant award decisions at <http://www.lsc.gov/grants-grantee-resources/our-grant-programs/basic-field-grant> | December 2018 |