

# Take Time To Give 2016

## CALL FOR NOMINATIONS

Since 2004, Mitchell Williams' Take Time To Give program is the firm's primary community service initiative that provides support to civic and charitable organizations through financial contributions, volunteer hours, and pro bono legal services.

In addition to supporting many local, regional, and national charitable organizations, each year the firm also selects a Primary Charity as part of the program.

Applications are now being accepted by the firm for the 2016 Primary Charity.

## 2016 SELECTION CRITERIA

**The firm's preference for the selection of the 2016 Take Time To Give Primary Charity is to select one or more organizations that provide either the same or similar services or programs in each of the markets served by the firm's four offices in Arkansas and Texas.**

Markets that the firm serves include:

- Little Rock / Central Arkansas
- Rogers / Northwest Arkansas
- Jonesboro / Northeast Arkansas
- Austin, Texas

The goal of serving all of the firm's markets may be met through:

- The selection of a single organization with local chapters
- The selection of up to four different organizations that serve a common charitable cause

The firm reserves the right to select up to four different organizations providing wholly different services or programs at its sole discretion.

## Mitchell, Williams, Selig, Gates &amp; Woodyard, P.L.L.C.

Local, state or regional organizations that do not reach each of the firm's markets are encouraged, but are not required, to submit a joint application with other local organizations within the firm's markets that offer similar services or programs and /or to encourage other organizations in these markets to apply for the program.

In addition to the considerations above, the following criteria will be considered by the firm's Board of Directors when selecting the 2016 recipient(s):

- The ability of the organization(s) to provide a variety of volunteer opportunities to the firm's personnel throughout the year
- The impact the organization(s) within the communities that our firm's four offices serve.

## 2016 Award

The 2016 financial award for the Take Time To Give program will total \$50,000, which will be allocated at the discretion of the firm among organizations in each local market served by the firm.

## REQUIREMENTS

- Organizations must have 501(c)3 tax status
- Organizations may not have been the Mitchell Williams Take Time to Give Primary Charity within the past five years

## SUBMISSION PROCESS

- Complete requested information below and provide supporting materials to:  
Amanda Loesch, Director of Marketing  
Mitchell Williams  
[aloesch@mwlaw.com](mailto:aloesch@mwlaw.com)  
5414 Pinnacle Hills Parkway, Rogers, AR 72758
- Applications must be received electronically or by hard copy no later than January 8, 2016 at 5:00 P.M. CST.
- Recipients of the award will be announced no later than February 29, 2016.
- Late and/or incomplete applications will not be considered.
- Finalists may be asked to participate in an in-person presentation or to attend a telephone or video conference with members of the nomination committee to answer any final questions.
- Please direct any questions or inquiries to Amanda Loesch at (479)464-5665 or by email at [aloesch@mwlaw.com](mailto:aloesch@mwlaw.com).

## Application

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### CONTACT INFORMATION:

Name of Organization:  
Contact for follow up:  
Title:  
Street Address:  
City, State, Zip Code:  
Contact Phone:  
Contact E-mail:  
Organization's Web Site:

### ABOUT THE NOMINEE

 (Please provide responses on a separate sheet, and number according to questions below).

Please respond to each of the following to describe your organization:

1. What is your organization's mission and purpose?
2. What market / community does your market serve?
3. If your organization does not reach all of Mitchell Williams' markets, please describe how you would propose to impact our other markets, including detailed descriptions of other organizations you would be willing to partner with.
4. What impact has your organization had on the community it serves?
5. What types of volunteer opportunities are available to our firm's personnel through your organization? Please include examples of volunteer opportunities in each of our markets.  
[If you do not have volunteer opportunities in each of our markets, please include a proposal for how you would look to address firm-wide volunteerism.]
6. What pro bono legal needs do you anticipate your organization may have for 2016?

### REQUIRED DOCUMENTATION:

1. Provide proof of your 501(c)3 tax status
2. Provide a list of your organization's current Board of Directors