

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



## ABOUT TAKE TIME TO GIVE

Mitchell Williams Law Firm is grounded in community. Every year, we support local nonprofits through our Take Time To Give program which is the firm's primary community service initiative. We invest hundreds of volunteer hours, pro bono legal services and financial resources in support of our Take Time To Give recipient(s).

## CALL FOR APPLICATIONS

Applications are now being accepted for the 2019 Mitchell Williams Law Firm Take Time To Give primary nonprofit(s). The deadline to submit an application is **Tuesday, November 20, 2018**.

### Applicant Qualifications

- **Applicant organization must have a 501(c)3 tax status.**
- **Applicant organization must not have been the Take Time To Give primary nonprofit within the past five years.**

### Selection Criteria:

The selection criteria for the Take Time To Give primary nonprofit(s) is:

- **Volunteer Opportunities:** The organization must provide a variety of volunteer opportunities throughout the year for attorneys and staff.
- **Community Impact:** The organization must demonstrate service in the areas where Mitchell Williams Law Firm offices are located in Little Rock/Central Arkansas, Rogers/Northwest Arkansas **OR** Austin, Texas.

## AWARD

The 2019 Take Time To Give program will award a total of \$50,000 (\$25,000 in Little Rock/Central Arkansas, \$15,000 in Rogers/Northwest Arkansas and \$10,000 in Austin, Texas). The firm reserves the right to re-allocate the award among selected nonprofits in our market areas.

## SUBMISSION PROCESS

- Complete the application on the following page and submit any supporting materials to: Anna Zink, Marketing Coordinator (azink@mwlaw.com).
- Deadline to submit an application is **Tuesday, November 20, 2018**. Late and/or incomplete applications will not be considered.
- Finalists may be asked to participate in an in-person presentation or a telephone or video conference with members of the Take Time To Give committee to answer any final questions.
- Recipients of the award will be announced no later than January 15, 2019.
- Please direct any questions or inquiries to Anna Zink at (501)370-4296 or by email at azink@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 Your Organization:

Please provide narrative in response to each of the following questions:

1. What is your organization's mission and purpose?
2. Describe your organization's service area related to Central Arkansas, Northwest Arkansas or Austin, Texas.
3. Describe your organization's work, achievements and outcomes within the community you serve.
4. If selected as the Take Time To Give primary nonprofit, would this funding support a specific program/project for your organization? If so, please provide details.
5. What types of volunteer opportunities would your organization offer Mitchell Williams attorneys and staff? Please provide details.
6. Describe any pro bono legal needs you anticipate your organization will have in 2019.

### Required Documentation:

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