



The Florida Senate

Local Funding Initiative Request

Fiscal Year 2025-2026

LFIR # 1502

1. Project Title

2. Senate Sponsor

3. Date of Request

4. Project/Program Description

The Legal Services Clinic is a stand-alone non-profit organization, 501 (c) 3, whose primary mission is to offer no-cost and/or affordable legal assistance to the low-income families. The Clinic's continuing mission is to provide legal services for underserved communities with legal needs, providing legal assistance to persons who are Pro Se but cannot understand or properly prepare the Pro Se forms in Orange, Osceola, and Seminole County. We have been providing that assistance for the last years. Critically important in Orange, Seminole and Osceola

5. State Agency to receive requested funds

State Agency contacted? Yes

6. Amount of the Nonrecurring Request for Fiscal Year 2025-2026

Type of Funding	Amount
Operating	500,000
Fixed Capital Outlay	0
Total State Funds Requested	500,000

7. Total Project Cost for Fiscal Year 2025-2026 (including matching funds available for this project)

Type of Funding	Amount	Percentage
Total State Funds Requested (from question #6)	500,000	89%
Matching Funds		
Federal	0	0%
State (excluding the amount of this request)	0	0%
Local	50,000	9%
Other	10,000	2%
Total Project Costs for Fiscal Year 2025-2026	560,000	100%

8. Has this project previously received state funding? Yes

If yes, provide the most recent instance:

Fiscal Year (YYYY-YY)	Amount		Specific Appropriation #	Vetoed
	Recurring	Nonrecurring		
2024-25	0	250,000	1354	Yes

9. Is future-year funding likely to be requested? Yes

a. If yes, indicate nonrecurring amount per year.

b. Describe the source of funding that can be used in lieu of state funding.

Donations from Attorneys subscribed to the Florida Bar who want to comply with Rule 4-6.1, and private foundations



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Complete questions 10 and 11 for Fixed Capital Outlay Projects

10. Status of Construction

a. What is the current phase of the project?

- Planning
 Design
 Construction
 N/A

b. Is the project "shovel ready" (i.e permitted)?

c. What is the estimated start date of construction?

d. What is the estimated completion date of construction?

e. What funding stream will be used for ongoing operations and maintenance of the project?

11. List the owners of the facility to receive, directly or indirectly, any fixed capital outlay funding. Include the relationship between the owners of the facility and the entity.

12. Details on how the requested state funds will be expended

Spending Category	Description	Amount
Administrative Costs:		
Executive Director/Project Head Salary and Benefits	Executive Director - responsible for planning, organization, and direction of the organization's operations and programs. Develops and implements consistent inventory and cost accounting policies, procedures, and operational reporting/metrics. Oversees and reports on the organization's result for board of directors.	75,000
Other Salary and Benefits		0
Expense/Equipment/Travel/Supplies/Other		0
Consultants/Contracted Services/Study	Contract Compliance Officer - Serves as the compliance officer by reading and analyzing moderately complex contracts, researching, and preparing draft contract specifications, policies, and procedures, interpreting contract requirements to contractors, and recommending contract changes based on observable needs	36,000
Operational Costs		
Salary and Benefits	Attorneys, paralegals, administrative assistants, and any and all necessary support personnel to provide and serve our low income community.	238,100
Expense/Equipment/Travel/Supplies/Other	Office supplies, Marketing material, special programs, insurance, web pages, equipment, travel expenses, conferences, conventions, registrations, rent, utilities, software and subscriptions, business registration renewal, payroll services, legal process expenses, express mail service and postage.	132,726
Consultants/Contracted Services/Study	Advertising, accounting and audit	18,174
Fixed Capital Construction/Major Renovation:		
Construction/Renovation/Land/Planning Engineering		0
Total State Funds Requested (must equal total from question #6)		500,000



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13. Program Performance

a. What specific purpose or goal will be achieved by the funds requested?

The rendering of culturally and linguistically competent legal services to low-income families who otherwise would not have access to legal representation. Our Pro Se project assists citizens who cannot fill out the forms for actions such as Divorces, name changes, child support, and paternity. This allows for more efficient administration of the court dockets, as the Judges look at well-prepared complaints and petitions, which reduces the time for the court to attempt to understand the basis of the complaint when drafted by non-professionals.

b. What activities and services will be provided to meet the intended purpose of these funds?

Any competent legal representation deemed necessary. The Pro Se service makes access to the courts available to thousands who cannot have access without assistance. This program also allows for more efficient administration of the court dockets as the Judges are looking at well-prepared complaints and petitions which reduces the time for the courts to attempt to understand the basis of the complaint when drafted by non-professionals.

c. What direct services will be provided to citizens by the appropriation project?

Legal representation and guidance. Our attorneys and staff are all bilingual and can assist both the citizens and the clerks, who cannot give legal advice on how to prepare these forms. We are able to assist the citizens, the clerks of Orange, Seminole, and Osceola Counties, and the courts all at the same time. Effectively this expenditure is cost cost-saving measure.

d. Who is the target population served by this project? How many individuals are expected to be served?

Our primary mission is to offer no cost and/or affordable legal assistance to the low-income families that are in need of legal representation. We expect to serve as many as possible. The number of clients served will be based on available funding. We will provide assistance in family law cases, misdemeanors, power of attorneys, wills and testaments, and Chapter 7 bankruptcies.

e. What is the expected benefit or outcome of this project? What is the methodology by which this outcome will be measured?

We have in the past provided clean deliverables in the number of cases and consultations that we can provide with funding available. We can expect to provide in excess of 48 legal cases and 84 legal consultations, which we can process.

f. What are the suggested penalties that the contracting agency may consider in addition to its standard penalties for failing to meet deliverables or performance measures provided for in the contract?

In the past, we had 3% of the reimbursement value submitted for each month during which the monthly goals are not met.

14. Is this project related to mitigation, response, or recovery from a natural disaster? No

a. If Yes, what phase best describes the project?

- Mitigation (reducing or eliminating potential loss of life or property)
- Response (addressing the immediate and short-term effects of a natural disaster)
- Recovery (assisting communities return to normal operations, including rebuilding damaged infrastructure)

b. Name of the natural disaster (or Executive Order # for events not under a federal declaration):

15. Has the entity applied for or received federal assistance for this project?

- Yes, Applied



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- Yes, Received
- No
- No, but intends to apply

a. If yes, provide the FEMA project worksheet ID#:

b. Provide the total project cost listed on the FEMA project worksheet:

16. Has the entity applied for or received state assistance for this project (other than this request)?

- Yes, Applied
- Yes, Received
- No
- No, but intends to apply

a. If yes, specify the program and state agency (ex. Local Government Emergency Bridge Loan, Department of Commerce):

17. Requester Contact Information

a. First Name **Last Name**

b. Organization

c. E-mail Address

d. Phone Number **Ext.**

18. Recipient Contact Information

a. Organization

b. Municipality and County

c. Organization Type

- For Profit Entity
- Non Profit 501(c)(3)
- Non Profit 501(c)(4)
- Local Entity
- University or College



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Other (please specify)

d. First Name Last Name

e. E-mail Address

f. Phone Number Ext.

19. Lobbyist Contact Information

a. Name

b. Firm Name

c. E-mail Address

d. Phone Number

The information provided will be posted to the Florida Senate website for public viewing if sponsored by a Senator.