

December, 2025

via email:

Executive Director
Program Name
Program Address

RE: 2026 MSBF LEGAL SERVICES GRANT AWARD

Dear:

I am pleased to inform you about your annual legal services funding in the amounts and subject to the requirements described below.

GRANT AWARD AMOUNTS

(Org Name) is awarded 2026 funding to provide services (statewide or in the XXX service area). Following are details about your funding award:

Filing Fees pursuant to 1993 P.A. 189

(xx)% of the total filing fee funding available has been awarded to your organization, for an estimated amount of \$(XX). This estimate is based on the number of persons whose income is not greater than 125% of the federal poverty level, specifically the American Community Survey 2022 5-year estimates, with a midpoint of 2020.

Enclosed is signed the 2026 "Applicant Assurances and Contract for 1993 P.A. 189 Funds" for (program). Filing Fees funding is scheduled to be disbursed from the State Court Fund by the State Treasury in four installments to be paid out in January, April, July, and November of 2026.

IOLTA Grant

\$(XX) is awarded to your organization for the 2026 calendar year. Payment of these awarded funds is made quarterly by the Foundation in January, April, July and October of 2026.

GRANT REQUIREMENTS

As a MSBF grantee and a participating program in the Access to Justice Fund, your organization will follow the Access to Justice Campaign policies as approved by the MSBF Board of Directors.

As a MSBF annual grantee, your organization is required to cooperate with the Michigan Legal Help program and to use and avoid duplication of materials and tools available on www.MichiganLegalHelp.org, as well as posting a link to the Michigan Legal help website in an appropriate place on your organization's website.

Your organization is also required to operate consistent with the American Bar Association Standards for the Provision of Civil Legal Aid.

Your organization is also required to have systems in place to assure that grant funds are used only to support civil legal services to low-income households and are not used for prohibited purposes.

Special requirements or grant conditions applicable to your 2026 funding include: _____.¹

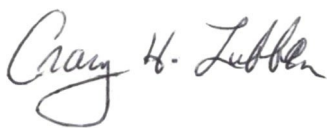
REPORTING

You are required to report on the use of these funds in your Grantee Annual Report and as otherwise requested by the Foundation. You are also required to submit additional information as requested and cooperate with peer reviews or other evaluations.

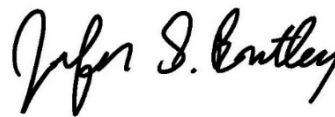
Please sign this letter below to accept the funding and grant conditions and return the original signed letter to the Foundation by December 30, 2025.

The Foundation is pleased to support your organization to provide civil legal aid services to assist low-income households and individuals in Michigan.

Sincerely,



Craig H. Lubben
President



Jennifer S. Bentley
Executive Director

Signature: _____ Date: _____

Print Name: _____

Title: _____

¹ For LLA, LSEM, LSNM, MAP and LAWM: You are required to continue cooperation with Counsel and Advocacy Law Line and advance online intake, triage, and expansion.