Question and Answer

Legal Services

2018 Request for Qualification

	Program Area	Question	Answer
1	Legal Services	Are organizations required to have legal counselors or attorneys? In our social services program, we assist clients with services such as benefit enrollment and naturalization but don't exactly have 'legal representatives.'	Please see criteria for key staff and staffing levels in Section VI – G of the Guidelines and Application Document (pg. 12), requiring paralegals, law students and other non-lawyer program personnel to operate under direct and regular supervision of an identified, licensed attorney.
2	Legal Services	On page 2 of the Application Instructions, under section "III. Narrative," there is a reference to providing a narrative response to sections A – C. Does this actually refer to Narrative Questions 1 through 3? I do not see an A, B or C.	Application Instructions and Materials section III has been revised to correctly reference Narrative Questions Sections A - C. Please see the Seattle Human Services Department Funding Opportunities webpage for revised documents.
3	Legal Services	Can you give an example of "Organizational Representation" and how this is currently being done under this funding?	Organizational Representation is described by the Washington State Legal Services Program Standards as representation of organizations, groups and coalitions who work on priority areas of the law and on issues and advocacy affecting older adults. It includes the provision of legal advice and representation in court, or in other negotiations concerning issues affecting eligible clients.
4	Legal Services	Is the estimated minimum performance level of 1,400 hours inclusive of hours spent on all of the Service Components in Section E and does it include lawyer and non-lawyer hours?	The estimated minimum performance level of 1,400 hours is inclusive of all the Service Components of Legal Services described in Section VI – E, and includes hours of Legal Services provided by all program personnel.