

Recipient Number: _____

Date Submitted:

Contact:

Title:

Phone: _____ **Fax:**

E-mail:

A. Overview of Services Provided

Please provide a narrative overview (300-1000 words) of the “Matters” services provided by your program during the reporting period, briefly addressing each of the types of matters listed below for which you reported services in “Part I, Statistics.”

Examples of topics you might wish to address in your narrative include: goals, service delivery strategies, audiences, results...

- 1. Community Legal Education**
- 2. Pro Se Assistance, not included in “case service” statistics**
- 3. Referred, not included in “case service” statistics**
- 4. Outreach**
- 5. “Indirect Service” matters**
- 6. Other**

B. Examples

Please provide two to five vignettes (brief narrative examples) below, illustrating the results and benefits achieved for the low income population as a result of the services described above.

Write for a lay audience. These vignettes will be used with legislators, bar leaders, media people and others who may not be familiar with legal services for low income people.

Select examples that best illustrate the human impact of the services for which your program served significant numbers of people as indicated in your statistics in Part I of W

D. Explanations and Comments (Optional)

Please provide any additional information (no more than 150 words) that would help readers to better understand any parts of your Matters Service Report you feel are not completely described by the forgoing information.