

## Organizational Profile

1. Name of the organization: \_\_\_\_\_
2. What is the group's purpose or mission?
3. When was the group formed and why?
4. Is the group incorporated? If so, is it for profit or non-profit? Does it have any recognized status with the Internal Revenue Service, such as 501 (c)(3) or 501 (c)(4)?
5. What is the group's internal structure? For instance:
  - Is it an agency or a membership organization?
  - Does it have a board of directors? (If so, how many and what sorts of people?)
  - A paid staff? (If so, how many, and with what titles?)
  - General members? (If so, how many, and what sorts of people or groups?)
  - Who makes what decisions?
  - Who is accountable to whom?
6. What is the size of the group's annual budget? Where does it get its funds?
7. Does the group:
  - provide direct service to individuals in need?
  - engage in advocacy work?
    - (If so, does it mobilize grassroots people in support of the advocacy demands, or does it rely more on staff, experts, and/or professionals?)
  - organize people for direct action?
  - carry out community development activity?

If the group uses more than one of these models of addressing community need, which one would you say predominates?
8. Does the group "have" a lawyer? If so, what is the relationship between the lawyer(s) and the group? (For instance, is the lawyer on staff? On the board? A member of the organization? On retainer? Pro bono? Fee-for-service? Collaborating in some other way?) Is the relationship satisfactory to the group? Do they wish they had more access to a lawyer's time and knowledge?
9. Has the group ever worked with law students as volunteers or interns? If so, how did it work out, from the group's point of view?
10. Does the group have any relevant stories – good or bad -- about the role played by law, lawyers, or the legal system in the life and work of the organization?
11. What is a past accomplishment or event or practice that the group is particularly proud of or happy about?
12. Who provided this information? Is there anything else they want you to know?