



Irene Gomez-Bethke Papers.

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LEGAL RIGHTS CENTER, INC.

EXHIBIT A

BALANCE SHEETS

	December 31,	
	1980	1979 (Restated)
<u>ASSETS</u>		
<u>CURRENT ASSETS:</u>		
Cash	\$ 5,951	\$17,828
Cash - Trust Fund	22,695	47,937
Employee advance	210	-0-
C.P.Y.R. Reimbursement receivable	17,253	7,044
	<u>46,109</u>	<u>72,809</u>
<u>TOTAL CURRENT ASSETS</u>	9,569	8,978
<u>EQUIPMENT, AT COST</u>	2,715	1,271
Less accumulated depreciation	<u>6,854</u>	<u>7,707</u>
<u>TOTAL ASSETS</u>	<u>\$52,963</u>	<u>\$80,516</u>
 <u>LIABILITIES AND FUND BALANCE</u>		
<u>CURRENT LIABILITIES:</u>		
Current maturities of long-term debt	\$ 883	\$ 754
Accounts payable	1,184	2,136
Accrued taxes - other than income taxes	5,370	561
Other current liabilities	1,794	510
Trust fund liability	22,695	47,937
	<u>31,926</u>	<u>51,898</u>
<u>TOTAL CURRENT LIABILITIES</u>	3,202	4,077
<u>LONG-TERM DEBT, LESS CURRENT MATURITIES</u>	17,835	24,541
<u>FUND BALANCE</u>	<u>\$52,963</u>	<u>\$80,516</u>
<u>TOTAL LIABILITIES AND FUND BALANCE</u>		

See notes to financial statements.

1981 Expenditures and 1982 Budget
for Legal Rights Center, Inc.

EXPENSES

	<u>1981</u> <u>Expenditures</u>	<u>1982</u> <u>Budget</u>
Attorneys	114,429.00 (5)	125,460.00 (5)
Community Workers	90,295.00 (7)	109,794.00 (7)
Law Clerks	10,212.00 (1)	10,212.00 (1)
Administrators	35,500.00 (2)	19,000.00
Secretary	13,016.00	14,040.00
Receptionist	10,031.00	11,200.00
Janitor	2,545.00	2,800.00
Bookkeeper	5,760.00 (1.5)	8,200.00
Total	<u>281,788.00</u>	<u>298,706.00</u>
Health	3,145.00	3,800.00
FICA	17,932.00	18,500.00
U. C.	5,510.00	5,625.00
Worker Compensation	1,042.00	1,242.00
Travel	15,592.00	16,500.00
Total	<u>325,009.00</u>	<u>344,373.00</u>
Office	4,181.00	4,550.00
Phone	7,174.00	5,200.00
Postage	731.00	1,000.00
Rent	7,669.00	9,669.00
Xerox	701.00	500.00
Insurance	3,410.00	4,910.00
Miscellaneous	11,113.00	8,113.00
Total	<u>359,988.00</u>	<u>378,315.00</u>

INCOME - 1981

Law Firms	59,275.00
Foundation/Corporation	81,540.00
United Way	31,732.00
Hennepin County	60,088.00
State of Minnesota	55,000.00
CPYR (Federal Grant)	74,035.00
Lawyers Drive & ?	4,058.00
Miscellaneous Contributions	
Total	<u>365,728.00</u>

INCOME - 1982

Law Firms	85,000.00**
Foundation/Corporation	135,000.00**
Hennepin County	60,000.00*
State of Minnesota	55,000.00*
Lawyer Drive & Miscellaneous	5,000.00**
United Way	<u>41,617.00*</u>
Total	381,617.00

**Estimated Income

*Guaranteed Income

EXPENSES

	Current	Without Diaz & Gatton	With Diaz & Gatton	With Diaz, Gatton & Asian Community Worker
Current Combined Salaries	259,366.00	250,367.00	282,866.00	291,866.00
Total	259,366.00	250,367.00	282,866.00	291,866.00
Health	12,096.00	12,096.00	12,096.00	12,096.00
FICA	17,377.00	16,744.00	18,952.00	19,555.00
Worker Comp.	1,800.00	1,500.00	1,900.00	2,100.00
Unempl. Comp.	4,896.00	4,608.00	5,184.00	5,472.00
Travel	15,600.00	14,700.00	18,700.00	19,600.00
Total	51,769.00	50,648.00	56,832.00	58,823.00
Office Expenses	31,443.00	31,443.00	31,443.00	31,443.00
	31,443.00	31,443.00	31,443.00	31,443.00
Total Expenses	342,578.00	332,458.00	371,141.00	382,132.00

INCOME

Law Firms	70,000.00	<i>64,000 (L.F.)</i> <i>82,700 (L.F.)</i> <i>Law Firm (15,000) plus 50,000 M.J.M.</i> <i>= 114,700</i> <i>Ralph overprojected</i> <i>16,000 - Law Firm</i> <i>" " 15,300 - Corp Found</i> <i>" " 31,300</i>		
Found/Corp.	130,000.00			
United Way	41,617.00			
Hennepin County	60,000.00			
State of MN	55,000.00			
	356,617.00			

Total Income	356,617.00	356,617.00	356,617.00	356,617.00
Total Expenses	342,578.00	332,458.00	371,141.00	382,132.00
	14,039.00	24,159.00	(14,524.00) ✓	(25,515.00)

(31,300 -)
46,824.00
See R. Crowder *14,000 -*
from Lesson G.F. *(21,000 -)*
(47,824 -)

EXHIBIT D

LEGAL RIGHTS CENTER, INC.
Statement of Revenues & Expenses
January 1 thru March 31, 1982

Revenues

Contributions:

Law Firms	17,375.00
Corporations/Foundations	50,000.00
Individuals	200.00

Other

United Way	10,404.00
Hennepin County	25,000.00
State of Minnesota	-0-
CPYR	-0-
Miscellaneous	259.77

TOTAL

103,238.77 C

Expenses

Salaries

67,441.48 ✓

FICA & Employee Benefits

4,540.49 ✓

Travel

2,752.16 ✓

Supplies

1,305.42 ✓

Telephone & Telegraph

1,712.00 ✓

Postage

180.00 ✓

General Insurance

2,839.97 ✓

Equipment

26.74 ✓

Litigation

39.45 ✓

Repairs & Maintenance

190.31 ✓

Legal Education

-0-

Rent & Occupancy

2,975.39 ✓

Library Expenses

386.88 ✓

Meetings & Luncheons

444.21 ✓

Miscellaneous

944.19 ✓

TOTAL

85,778.19

Excess of Receipts
over Expenditures

17,460.58 +

LEGAL RIGHTS CENTER, INC.
Balance Sheet
March 31, 1982

ASSETS

CASH McKnight Trust Fund	113,000.00
CASH LRC General	(1,721.88)
CASH LRC Savings	1,218.39
CASH Trust Account	221.53
CASH CPYR Savings	CLOSED
CASH CPYR Checking	1,687.10
Accounts Receivable	3,592.18
Salary Advances	1,373.94
Furniture & Fixtures	9,569.38
TOTAL	<u>128,940.64</u>

LIABILITIES & FUND BALANCES

Loan Payable	-0-
Note Payable - Xerox	2,182.42
A/P (1981 Bills)	-0-
P/R Taxes Withheld	404.84
Other Withholding	(2,157.61)
Accrued P/R Taxes 1980	2,995.20
General Fund Balance 1/o/82	(21,346.87)
Revenues over Exp. thru 2/28/82	17,460.58
CPYR Trust Liabilities 1/1/82	6,996.42
CPYR Revenues over Expenses 3/31/82	(5,309.32)
Accumulated Depreciation	2,714.98
McKnight Revolving Loan	25,000.00
McKnight Trust Liability	100,000.00
TOTAL	<u>128,940.64</u>

Note: Because \$11,000.00 in 1981 Accrued Receipts were not realized, the General Fund has been adjusted to a larger deficit figure by that amount.

RECEIPTS, BAR

	1977	1978	1979	1980	19
Barnett, Ratelle, Hennessy, Vander-					
vort & Stasel	-0-	500	500	500	5
Bassford, Heckt, Lockhart & Mullin	-0-	-0-	-0-	250	
Carlson, Greiner & Law	-0-	-0-	250	-0-	
Chesnut, Brooke & Burkard	50	-0-	-0-	-0-	
Delaney, Thompson	-0-	300	400	-0-	5
DeParq, Anderson, Perl, Hunegs &					
Rudquist	500	-0-	400	400	7
Doherty, Rumble & Butler	1,000	2,000	1,000	1,000	1,0
Dorsey, Windhorst, Hannaford,					
Whitney & Hallady	12,000	11,500	11,900	10,387	*10,0
Faegre & Benson	7,500	7,500	9,000	9,000	9,0
Fredrickson, Byron, Colborn,					
Bisbee & Hansen	2,000	2,300	1,100	1,000	-
Gray, Plant, Mooty, Mooty & Bennett	-0-	-0-	-0-	1,000	1,0
Grossman, Karlins, Siegel & Brill	-0-	200	100	-0-	-
Henson & Efron	300	600	1,200	1,500	1,6
Holmes, Kircher & Graven	-0-	-0-	75	-0-	-
Hvass, Weisman & King	700	500	100	-0-	-
Johnson, Thompson, Klaverkamp &					
James	-0-	500	500	500	(*5
Lapp, Lazar (Individual)	100	30	160	-0-	
Larkin, Hoffman et al.	-0-	-0-	500	1,000	1,0
Lasley, Gaughan, Reid & Stich	-0-	100	-0-	-0-	
Leonard, Street & Deinard	4,800	5,400	6,000	6,000	5,0
Lindquist & Vennum	9,000	9,000	9,600	9,000	9,0
Mackall, Grouse & Moore	675	1,000	1,000	1,000	1,1
Maslon, Kaplan, Edelman, Borman,					
Brank & McNulty	2,500	2,500	2,500	2,500	2,5
Moss, Flaherty, Clarkson &					
Fletcher (Ind.)	-0-	-0-	250	-0-	-
Mullin, Weinberg & Daly	700	1,000	1,000	-0-	-
O'Connor & Hannan	4,500	4,500	4,800	4,800	4,8
Oppenheimer, Wolff et al.	1,750	1,775	2,000	2,000	1,0
Rider, Bennett (Ind.)	820	1,715	1,508	810	1,5
Robins, Zelle, Larson & Kaplan	7,175	7,700	8,400	8,400	8,4
Sachs, Latz & Kirshbaum	-0-	100	-0-	-0-	
Schieffer & Carson	-0-	100	-0-	-0-	
Schroeder, Siegfried, Ryan, Vidas					
& Steffy	-0-	100	-0-	-0-	
Smith & Juster	1,000	600	-0-	-0-	
Stacker & Ravich	-0-	200	-0-	-0-	
Thomson, Lovett, Wahlfors & Moran	-0-	150	-0-	-0-	
Misc. Contributions					
& Lawyers Fund Drive	4,262	4,850	6,770	3,010	**4,0
	61,332	66,720	71,013	63,057	63,3

Receipts

1970 - 62,390
 1971 - 90,957
 1972 - 41,825
 1973 - 44,680
 1974 - 50,625
 1975 - 63,450
 1976 - 58,600

*Contribution pending

**Contribution received in 1982 designated for 1981

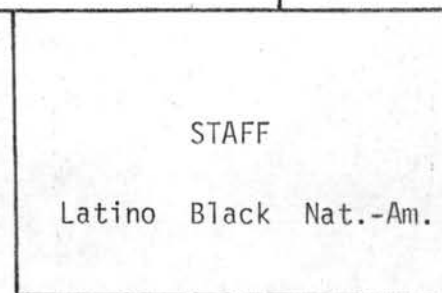
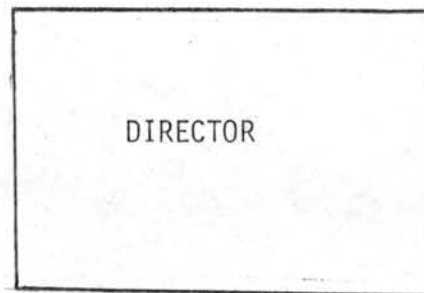
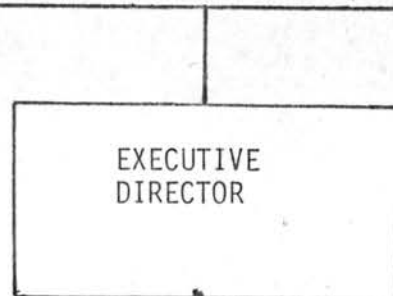
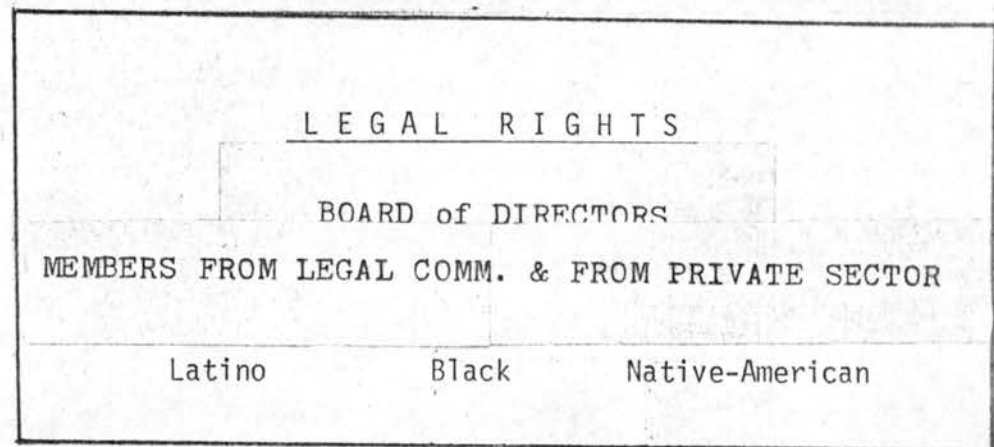
RECEIPTS, CORPORATIONS/FOUNDATIONS

	1977	1978	1979	1980	1981
American Linen Supply	150	150	150	200	-0-
Andreas Foundation (ADM)	10,000	5,000	5,000	5,000	5,000
Apache Foundation	600	-0-	-0-	-0-	-0-
Bemis Company	1,000	2,000	2,000	2,000	2,000
Bush Foundation	-0-	-0-	15,400	32,220	18,240
Cargill	3,000	3,000	3,000	3,000	3,000
Carolyn Foundation	-0-	3,000	-0-	-0-	3,000
Dayton-Hudson Foundation	4,700	3,000	14,000	5,000	5,500
Deluxe Check Printers	-0-	-0-	-0-	-0-	1,000
Fingerhut Foundation					3,000
H. B. Fuller	2,000	2,000	2,000	-0-	1,000
Gabberts	-0-	200	100	-0-	-0-
General Mills Foundation	3,000	4,000	4,000	4,000	4,400
Graco	-0-	500	500	500	500
Hennepin County Bar Foundation	1,000	3,000	3,000	3,000	3,000
Honeywell	-0-	2,000	2,500	2,500	2,000
Joint Urban Mission Project	150	-0-	-0-	-0-	-0-
Josten's	-0-	1,000	3,000	-0-	1,000
McKnight, Sumner T. Foundation	10,000	10,000	7,500	-0-	-0-
McKnight Foundation	50,000	25,000	-0-	-0-	-0-
Medtronic	1,000	1,250	2,500	3,000	2,000
Minneapolis Foundation	5,097	2,500	-0-	3,000	-0-
Minnesota Mining & Manufacturing (3M)	-0-	-0-	1,000	-0-	-0-
Minneapolis Star & Tribune	2,000	2,000	2,500	2,500	1,500
Minnesota State Bar Foundation	1,000	5,000	5,500	6,000	6,500
Northern States Power	500	500	1,000	1,000	500
Northrup King	-0-	-0-	-0-	300	200
Northwestern Bell Telephone Co. ✓	500	500	500	750	750
Northwestern National Bank	1,000	1,000	1,000	(1,000)	*1,000
Northwestern National Life	-0-	500	500	750	750
Pacific Foundation	1,000	1,000	1,000	2,000	2,000
Peavey Company	-0-	-0-	-0-	-0-	-0-
Phillips Foundation	1,000	1,000	1,000	1,000	1,000
Pillsbury Foundation	2,000	2,000	5,000	5,000	5,000
Piper, Jaffray, Hopwood	500	500	500	500	500
St. Luke Presbyterian Church	-0-	910	-0-	-0-	-0-
Sears, Roebuck	1,000	1,000	1,000	-0-	-0-
Skogmo Foundation	1,000	1,000	1,000	1,000	-0-
Super Value	500	600	700	750	750
Twin City Federal	-0-	1,000	500	300	200
United Methodist Church	-0-	-0-	-0-	3,750	3,750
Walker, Archie & Bertha Foundation	500	-0-	-0-	-0-	500
WCCO	1,000	1,000	1,000	2,000	2,000
Williams Steel & Hardware ✓	15,000	-0-	-0-	(3,000)	-0-
	115,197	87,110	90,850	95,020	81,540

Receipts

1970 - 2,500
 1971 - 1,516
 1972 - 12,200
 1973 - 22,120
 1974 - 59,045
 1975 - 80,083
 1976 - 94,950

*Contribution pending



Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gatton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
William Koenen
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

May 13, 1982

To the Board:

Re: Financial Report
April 30, 1982

I am sending the financial report in advance of the May 18th board meeting since there may be a need to discuss our financial status and this will give board members time to review our situation.

In light of our difficult financial position, the financial committee formed at the last board meeting met and discussed options to resolve our problems. After hearing recommendations, Doug Hall suggested a plan of pay cuts and layoffs which would assure our being able to meet most obligations thru the end of 1982. This plan included 15% salary cuts for the three highest paid employees and 10% cuts for the remaining staff with the exception of Carole Ten Bear, Val Lambkins, and Ersie Blaylark who will maintain their salary levels. Further, June Redday, Rodolfo Diaz and Doris Hines were laid off. Ann Hill took over Doris Hines duties.

One member of the board's executive committee has expressed his violent non-belief in our financial crisis. On the other hand, the bookkeeper, treasurer and auditor are in concurrence that there are problems. If any board members have doubts about our financial status, I recommend that they meet with our non-biased outside professional auditor as a group to hear his opinion. His name is Frank Morris of Main/Hurdman and he can be reached at 338-8821.

Respectfully,

Terrance Lindall

Terrance Lindall
Bookkeeper

LEGAL RIGHTS CENTER, INC.
Budget 1982

Revenues

	1981 Actual	1982 Budget
Contributions:		
Law Firms	47,397.00	50,350.00
Corp./Found.	81,715.00	61,000.00
Individuals	1,614.00	1,000.00
Other:		
United Way	31,732.00	41,616.00
Hennepin County	60,088.00	60,000.00
State of Minnesota	55,000.00	55,000.00
CPYR	71,172.00	3,191.00
Miscellaneous	2,445.00	-0-
McKnight	-0-	50,000.00
	351,163.00	322,157.00

Expenses

Salaries	282,550.00	235,170.00
FICA & Employee Benefits	29,169.00	28,220.00
Travel	15,519.00	15,000.00
Supplies	4,302.00	4,500.00
Telephone & Telegraph	7,174.00	7,200.00
Postage	731.00	800.00
General Insurance	3,410.00	3,500.00
Equipment	1,070.00	1,000.00
Litigation	1,563.00	1,500.00
Repairs & Maintenance	673.00	800.00
Legal Education	1,235.00	1,200.00
Rent & Occupancy	7,669.00	8,595.00
Library Exp.	757.00	750.00
Meetings & Lunch	1,300.00	1,200.00
Miscellaneous	8,217.00	8,000.00
	365,339.00	317,435.00

Excess of Receipts over expend.	(14,176.00)	4,722.00
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The 1982 Budget does not reflect repayment of the outstanding McKnight Revolving Loan Fund in the amount of \$25,000.00.

LEGAL RIGHTS CENTER, INC.
Statement of Revenues & Expenses
January 1 thru April 30, 1982

Revenues

Contributions:

Law Firms	19,225.00
Corporations/Foundations	58,200.00
Individuals	280.00

Other

United Way	13,872.00
Hennepin County	25,000.00
State of Minnesota	-0-
CPYR	-0-
Miscellaneous	3,453.91

TOTAL

120,030.91

Expenses

Salaries

90,597.88

FICA & Employee Benefits

7,624.39

Travel

4,863.82

Supplies

1,305.42

Telephone & Telegraph

1,712.00

Postage

240.00

General Insurance

2,839.97

Equipment

26.24

Litigation

201.77

Repairs & Maintenance

190.31

Legal Education

45.00

Rent & Occupancy

3,541.49

Library Expenses

386.88

Meetings & Luncheons

500.86

Miscellaneous

944.19

TOTAL

115,020.22

Excess of Receipts
over Expenditures

5,010.69

LEGAL RIGHTS CENTER, INC.
Balance Sheet
April 30, 1982

ASSETS

CASH McKnight Trust Fund	101,125.32
CASH LRC General Checking	9,592.81
CASH LRC Savings	1,218.39
CASH Trust Account	221.53
CASH CPYR Checking	1,687.10
Accounts Receivable	3,484.62
Salary Advances	1,098.94
Furniture & Fixtures	9,569.38
TOTAL	<u>127,998.09</u>

Liabilities & Fund Balances

Loan Payable	10,000.00
Note Payable - Xerox	2,182.42
P/R Taxes withheld	1,464.98
Other Withholding	(2,835.73)
Accrued P/R Taxes 1980	2,995.20
General Fund Balance 1/1/82	(21,346.87)
Revenue over Expenses thru 4/30/82	5,010.69
CPYR Trust Liabilities 1/1/82	6,996.42
CPYR Revenues over Expenses 4/30/82	(5,309.32)
Accumulated Depreciation	2,714.98
Mcknight Revolving Loan	25,000.00
Mcknight Trust Liability	101,125.32
TOTAL	<u>127,998.09</u>

	1981 Budget	1981 Expenditure
<u>Attorneys</u>		
Hall	34,172.00	34,172.00
Gatton	23,500.00	24,286.00
Kaba	17,000.00	12,554.00
McGee	19,000.00	8,769.00
Peterson	24,236.00	24,420.00
	<u>117,908.00</u>	<u>104,461.00</u>
<u>Resigned Attorneys</u>		
Tyler	18,276.00	3,259.00
Smith	20,117.00	6,670.00
	<u>156,301.00</u>	<u>114,420.00</u>
<u>Community Workers</u>		
Redday	14,500.00	14,534.00
Guzman	16,500.00	16,500.00
Patterson	19,184.00	19,330.00
Hill	15,000.00	12,647.00
Starr	13,000.00	8,250.00
Diaz	9,000.00	4,154.00
Hines	14,977.00	6,192.00
	<u>101,661.00</u>	<u>81,723.00</u>
<u>Resigned Community Workers</u>		
Dickenson	19,184.00	5,165.00
Ruiz	9,000.00	4,215.00
	<u>129,845.00</u>	<u>91,103.00</u>
<u>Administration</u>		
Crowder	19,000.00	19,144.00
Ten Bear	13,000.00	13,000.00
Lambkins	9,400.00	10,367.00
	<u>41,400.00</u>	<u>42,576.00</u>

Total 1981 Expenditures

Community Workers	91,410.00
Attorneys	114,420.00
Administration	42,576.00
TOTAL	<u>248,099.00</u>

Projected Retroactive Increase

	Jan '81	June '81
5%	12,404.96	6,202.48
8%	19,847.92	9,923.96
10%	24,728.90	12,364.45
12%	29,771.88	14,885.94

1978 Budget Summary

REVENUE

Legal Services Corporation

General Allocation	\$ 750,138	
Special Needs Grant	45,000	
Central Minnesota Legal Services	14,425	
Southern Minnesota Regional		
Legal Services	14,255	
Legal Aid Society of		
Northeastern Minnesota	<u>4,400</u>	
		\$ 823,268
Reginald Heber Smith		8,020
United Way of Minneapolis		220,658
Community Development Block Grant - Northside		25,833
Community Development Block Grant - Southside		79,583
Developmental Disability Act - Minneapolis		95,000
Developmental Disability Act - Duluth		50,000
Locally Raised Match for DDA		12,500
Older Americans Act		85,073
Comprehensive and Employment Training Act -		
Hennepin County		9,625
Comprehensive and Employment Training Act -		
Minneapolis		22,000
Comprehensive and Employment Training Act -		
St. Cloud		37,657
Comprehensive and Employment Training Act -		
Little Falls		11,465
Hennepin County		10,000
Interest		<u>2,000</u>
TOTAL REVENUE		\$1,497,682

1978 Budget Summary

EXPENDITURES

PERSONNEL COSTS

Salaries

Lawyers - Administrative	\$ 28,790
Lawyers - Program	659,820
Non-Lawyers - Administrative	71,925
Non-Lawyers - Paralegal	166,560
Non-Lawyers - Clerical	181,635

Fringe Benefits	<u>104,525</u>
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TOTAL PERSONNEL COSTS	<u>\$1,213,255</u>
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NON-PERSONNEL COSTS

Equipment and Furniture

Purchases	\$ 14,200
Lease/Rental	17,940
Maintenance Service	3,115

Library

Acquisitions	\$ 15,550
Subscription Costs	12,682
Printing	\$ 6,170
Postage	\$ 11,210
Office Supplies	\$ 27,500
Telephone	\$ 44,410

Consultant & Contract Service

Auditing	\$ 5,000
Data Processing - Accounting	3,000
Data Processing - Statistics	1,200
Consultants	0
Temporary Help	400

1978 Budget Summary

EXPENDITURES (cont.)

Travel

Staff - Local and Outstate	\$ 15,710
State - Conferences	0
Board - Meetings	300
Board - Conferences	1,000

Space Costs

Rental of Space	\$ 60,730
Leasehold Improvements	0
Water	430
Maintenance	2,300
Security	510
Other	6,500
Insurance	\$ 8,265
Litigation Costs	\$ 7,400

Recruitment

Advertising	\$ 750
Interviewing	1,500
Moving	1,000
Employee Development	\$ 1,250
Miscellaneous	\$ 1,700
TOTAL NON-PERSONNEL COSTS	\$ 271,722

TOTAL EXPENDITURES	\$ 1,484,977
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REVENUE	\$ 1,497,682
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EXPENDITURES	\$ 1,484,977
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Surplus or Deficit	12,705
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MEMO TO: LEGAL RIGHTS CENTER BOARD OF DIRECTORS

FROM: LARRY J. JONES 

SUBJECT: BUDGET PROJECTION 1978

DATE: June 13, 1978

The attached budget contains what I call fudge factors, thus rendering the overall picture somewhat brighter than it appears. The specific items are as follows:

1. The Social Security line item will not approach the figures projected from June through December for a number of reasons. First, the only time the figure exceeded one-thousand dollars occurred in March, the month which contained three pay periods---a phenomenon occurring in September also. Second, In May Doug Hall's back pay was repaid, accounting for the high figure. Finally, Once the limit is met for FICA, which involves all five attorneys, the FICA contribution will diminish accordingly. I conservatively estimate this factor to be approximately 200 dollars per month, or a total of \$1400.00.
2. The Mileage figure will actually approximate \$1200 per month instead of the \$1400 projected, barring unforeseen circumstances. Again saving \$200 per month, or a total of \$1400.00.
3. The Rent rate is projected at \$750.00 per month, but the actual rate will be more like \$405 beginning July 1, 1978. Again, it is better to assume the worst (Murphy's Law) than get hit by unforeseen circumstances. This factor is \$300 per month, or a total of \$1800.00.
4. The Miscellaneous figure is projected approximately \$500 higher than the actual rate so far. Please note the 26,506 figure in March---don't panic---\$25,000 of that sum was deposited in a certificate of Deposit account. The 25,000 represents a loan from the McKnight Foundation. This budget projection does not include and does not anticipate using that sum. This factor is \$500 per month, or a total of \$3000.00.
5. The Telephone figure is projected approximately \$200 higher than the actual rate. New controls instituted in the Center will attempt to bring the costs in line. In addition, the Chemical Dependency Program will sever the joint lines presently in existence on or about July 1, 1978. This factor is, again, \$200 per month, or a total of \$1400.00.
6. Office Supplies are projected at a higher rate than the actual. Please note the only month supplies soared was June, 1978, primarily due to unforeseen expenses; LRC Film, etc. This expenditure will not occur again. This fudge factor is \$500 per month, beginning July 1, 1978, or a total of \$3000.00.

Overall, the entire picture should take into consideration the factors herein enumerated. The Total for the above items comes to \$12000.00

1978 Expenses + Income Projection Legal Rights Center

Prepared June 13, 1978
By: Gary D. Dumas
Action:

Personnel	January (Actual)	February (Actual)	March (Actual)	April (Actual)	May (Actual)	June (Est.)	July (Est.)	Aug. (Est.)	Sept. (Est.)	Oct. (Est.)	Nov. (Est.)	Dec. (Est.)
Salaries	5820	12026	13863	11543	12317	9242	9242	9242	13263	9242	9242	9242
A. Harveys	2843	6096	7662	6031	3327	2554	3831	3831	5746	5107	5107	5107
Community Workers	5820	12026	13863	11543	12317	9242	9242	9242	13263	9242	9242	9242
Consultant	463	—	—	511	511	511	511	511	765	—	—	—
Law Clerk	463	—	—	511	511	511	511	511	765	—	—	—
Admin./Fundraiser	622	943	1343	895	1281	1026	1026	1026	1537	1026	1026	1026
Secretary	490	713	1057	788	1281	1281	1281	1281	1921	1281	1281	1281
Receptionist	338	555	728	485	788	788	788	788	1122	788	788	788
Danitorial	184	184	217	184	184	184	184	184	277	184	184	184
Total Salaries	10760	20547	24930	20437	19663	16071	17348	17348	26019	18112	18112	18112
Health Benefits	525	327	336	272	393	325	325	325	325	325	325	325
Social Security	470	822	1130	953	936	1050	1050	1050	1050	1050	1050	1050
Unemployment Comp.	42	—	—	691	—	450	—	—	450	—	—	—
Workers Comp.	1785	874	1787	50	87	500	500	500	200	—	—	—
Mileage	13522	22690	29183	22403	21079	19649	20683	20683	29244	20887	20887	21337
Total Personnel	14936	25478	35689	24920	26168	27760	24634	24634	33255	24898	24898	26348
Overhead	407	834	234	771	1106	5500	1500	1500	1500	1500	1500	1500
Office Supplies	438	474	486	469	685	700	600	650	600	600	600	600
Telephone	39	166	90	85	92	95	95	95	95	95	95	95
Postage	470	1175	78	39	705	705	705	705	705	705	705	705
Rent	—	—	—	—	—	—	—	—	—	—	—	—
Water	—	—	16	—	16	16	16	16	16	16	16	16
Miscellaneous	1354	84	25602	448	3394	1000	1000	1000	1000	1000	1000	1000
Total Overhead	14936	25478	35689	24920	26168	27760	24634	24634	33255	24898	24898	26348
INCOME	14453	2500	2100	1550	5300	5300	5300	5300	5300	5300	5300	5300
Law firms	14453	2500	2100	1550	5300	5300	5300	5300	5300	5300	5300	5300
Misc. Bar	—	—	—	—	—	—	—	—	—	—	—	—
Corp./Foundations	200	60000	1968	9250	15500	15500	15500	15500	15500	15500	15500	15500
State of Minnesota	3750	12500	12500	12500	12500	12500	12500	12500	12500	12500	12500	12500
H. County	960	171	—	—	—	—	—	—	—	—	—	—
Misc.	—	—	—	—	—	—	—	—	—	—	—	—
TOTAL INCOME	19363	75171	16568	23300	21025	19625 (Projected)	19625 (Projected)	19625 (Projected)	19625 (Projected)	19625 (Projected)	19625 (Projected)	19625 (Projected)
Balance Forward 12/31/77	1621	—	—	—	—	—	—	—	—	—	—	—
Cash Carryover	21248	70941	31820	30220	25057	15922	(2712)	(33096)	10049	(14849)	(32247)	(37620)

Possible new or increase contributions for 1978.

Dayton-Hudson
First National Bank
Green Giant
Honeywell
Northwestern National Life Insurance
Pillsbury
Tennant
WCCO

Total approximately plus or minus \$16,500.

MEMO TO: LEGAL RIGHTS CENTER BOARD OF DIRECTORS

FROM: LARRY J. JONES 

SUBJECT: BUDGET PROJECTION 1978

DATE: June 13, 1978

The attached budget contains what I call fudge factors, thus rendering the overall picture somewhat brighter than it appears. The specific items are as follows:

1. The Social Security line item will not approach the figures projected from June through December for a number of reasons. First, the only time the figure exceeded one-thousand dollars occurred in March, the month which contained three pay periods---a phenomenon occurring in September also. Second, In May Doug Hall's back pay was repaid, accounting for the high figure. Finally, Once the limit is met for FICA, which involves all five attorneys, the FICA contribution will diminish accordingly. I conservatively estimate this factor to be approximately 200 dollars per month, or a total of \$1400.00.
2. The Mileage figure will actually approximate \$1200 per month instead of the \$1400 projected, barring unforeseen circumstances. Again saving \$200 per month, or a total of \$1400.00.
3. The Rent rate is projected at \$750.00 per month, but the actual rate will be more like \$405 beginning July 1, 1978. Again, it is better to assume the worst (Murphy's Law) than get hit by unforeseen circumstances. This factor is \$300 per month, or a total of \$1800.00.
4. The Miscellaneous figure is projected approximately \$500 higher than the actual rate so far. Please note the 26,506 figure in March---don't panic---\$25,000 of that sum was deposited in a certificate of Deposit account. The 25,000 represents a loan from the McKnight Foundation. This budget projection does not include and does not anticipate using that sum. This factor is \$500 per month, or a total of \$3000.00.
5. The Telephone figure is projected approximately \$200 higher than the actual rate. New controls instituted in the Center will attempt to bring the costs in line. In addition, the Chemical Dependency Program will sever the joint lines presently in existence on or about July 1, 1978. This factor is, again, \$200 per month, or a total of \$1400.00.
6. Office Supplies are projected at a higher rate than the actual. Please note the only month supplies soared was June, 1978, primarily due to unforeseen expenses; LRC Film, etc. This expenditure will not occur again. This fudge factor is \$500 per month, beginning July 1, 1978, or a total of \$3000.00.

Overall, the entire picture should take into consideration the factors herein enumerated. The Total for the above items comes to \$12000.00

1978 Expenses + Income Projection Legal Rights Center

Prepared June 13, 1978
By: Barry J. Jones
Action:

	1	2	3	4	5	6	7	8	9	10	11	12
	January (Actual)	February (Actual)	March (Actual)	April (Actual)	May (Actual)	June (Est.)	July (Est.)	Aug. (Est.)	Sept. (Est.)	Oct. (Est.)	Nov. (Est.)	Dec. (Est.)
Personnel												
Salaries												
Attorneys	5820-	12026-	13863-	11543-	12317-	9242-	9242-	9242-	13863-	9242-	9242-	9242-
Community Workers	2843-	6096-	7662-	6031-	3327-	2554-	3831-	3831-	5746-	5107-	5107-	5107-
Consultant				511-	511-	511-	511-	511-	765-			
Law Clerk	463-				770-	1026-	1026-	1026-	1537-	1025-	1025-	1025-
Admin/Fundraiser	622-	943-	1343-	895-	1281-	1281-	1281-	1281-	1921-	1281-	1281-	1281-
Secretary	490-	743-	1057-	788-	788-	788-	788-	788-	1182-	788-	788-	788-
Receptionist	338-	555-	728-	485-	485-	485-	485-	485-	728-	485-	485-	485-
Janitorial	184-	184-	277-	184-	184-	184-	184-	184-	277-	184-	184-	184-
Total Salaries	10760-	20547-	24930-	20437-	19663-	16071-	17348-	17348-	26019-	18112-	18112-	18112-
Health Benefits	525-	327-	336-	272-	343-	325-	325-	325-	325-	325-	325-	325-
Social Security	470-	882-	1130-	953-	936-	1050-	1050-	1050-	1050-	1050-	1050-	1050-
Unemployment Comp.	42-			691-		450-			450-			450-
Workers Comp.			1787-		87-	500-	500-	200-				
Mileage	1785-	874-	1000-	50-		1253-	1400-	1400-	1400-	1400-	1400-	1400-
Total Personnel	13582-	22690-	29183-	22403-	21079-	19649-	20623-	20323-	29244-	20887-	20887-	21337-
Overhead												
Office Supplies	407-	884-	234-	771-	1106-	5500-	1500-	1500-	1500-	1500-	1500-	1500-
Telephone	438-	474-	486-	469-	685-	700-	600-	650-	600-	600-	600-	600-
Telephone Ins. Service		166-	90-	85-	92-	95-	95-	95-	95-	95-	95-	95-
Postage	39-		78-	39-	91-	95-	95-	95-	95-	95-	95-	95-
Rent	470-	1175-		705-	705-	705-	705-	705-	705-	705-	705-	705-
Water			16-		16-	16-	16-	16-	16-	16-	16-	16-
Miscellaneous		84-	25602-	448-	2394-	1000-	1000-	1000-	1000-	1000-	1000-	1000-
Total Overhead	1354-	2783-	26506-	2517-	5089-	8111-	4011-	4061-	4011-	4011-	4011-	4011-
TOTAL EXPENSES	14936-	25478-	55689-	24920-	26168-	27760-	24634-	24384-	33255-	24898-	24898-	26348-
INCOME												
Law firms	14453-	2500-	2100-	1550-	5300-							
Misc. Bar					225-							
Corp/foundations	200-	60000-	1968-	9250-	15500-							
State of Minnesota												
H. County	3750-	12500-	12500-	12500-								
Misc.	960-	171-										
TOTAL INCOME	19363-	75171-	16568-	23300-	21025-	18625 (Projected)			76400 (Projected)			27475- (Projected)
Balance Forward 12/31/77	16821-											
Cash Carry Over	21248-	70941-	31820-	30200-	25057-	15922-	(8712)	(33096)	10049	(14849)	(39747)	(37620)

Possible new or increase contributions for 1978.

Dayton-Hudson
First National Bank
Green Giant
Honeywell
Northwestern National Life Insurance
Pillsbury
Tennant
WCCO

Total approximately plus or minus \$16,500.

Our foundation and corporation contributions thru May of this year amounts to \$55,300.00. The following list indicates the contributors:

Bemis
*Dayton-Hudson
H.B. Fuller Company
Gabberts
General Mills Foundation
Graco Foundation
Hennepin County Bar Foundation
*Josten Foundation
S.T. McKnight
*Medtronic Foundation
*Minneapolis Star & Tribune
*3M
*Northern States Power Company
Northwestern Bell
Northwestern National Bank
Pacific Foundation
*Pillsbury Company Foundation
Piper, Jaffray & Hopwood
Sears, Roebuck Company
P.W. Skogmo
*Super Value Stores
Twin City Federal
WCCO

*Indicates increases in contributions over 1978.

Annual Lawyers Fund Drive Totals - \$770.00

The Bar's contributions to date totals \$27,881.00.

DeParcq, Anderson
Dorsey, Windhorst et al
Fredrickson, Byron, Colborn et al
Holmes, Kircher & Graven
*Leonard, Street & Dienard
*Lindquist & Vennum
Mackall, Crounse & Moore
Maslon, Kaplan
*O'Connor & Hannan

<u>EXPENSES</u>	1979 <u>Budget</u>	LRC <u>3/31/79</u>	CPYR	Spent <u>10/1-3/31</u>
Attorney	91,968.00	22,970.00	19,500.00	8,616.05
Community Worker	67,286.00	14,092.00	Book 20,000.00	2,596.10
Law Clerk	5,000.00		Keeper-1,000.00	528.00
Secretary	10,958.00	2,739.00	40,500.00	11,740.15
Receptionist	7,556.00	1,899.00		
Janitor	2,568.00	641.00		
Administrator	17,815.00	4,839.00		
Total	203,151.00	47,180.00		

Health	3,368.00	1,007.00	700.00	228.51
F.I.C.A.	11,076.00	1,973.00	3,466.00	833.19
U.C.	1,643.00	101.00	284.00	87.12
Worker Compensation	4,283.00			
Travel	12,220.00	2,830.00	5,000.00	1,336.00
Total	235,741.00	53,091.00	9,450.00	2,484.82

Office	13,441.00	1,402.00		
Phone	6,831.00	1,815.00		
Answering Service	1,073.00	261.00		
Postage	639.00	49.00		
Rent	8,525.00	2,115.00		
Water	177.00			
Miscellaneous	8,174.00	928.00	1,050.00	18.50
Total	274,601.00	59,661.00	51,000.00	14,243.47

INCOME

Law Firms	70,000.00	26,261.00
Miscellaneous Bar	6,000.00	
Foundation	75,000.00	24,250.00
State	65,000.00	
County	50,000.00	
Miscellaneous	2,000.00	899.00
Cash	1,947.00	1,947.00
	269,947.00	53,357.00

Loan	25,000.00	9,000.00
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[illegible]

	January (Actual)	February Actual	March Actual	April (estimate)	May (estimate)	June (estimate)	July (estimate)	August (estimate)	September (estimate)	October (estimate)	November (estimate)	December (estimate)
PERSONNEL:												
Salaries												
Attorneys	5447	7009	10514	7009	7009	7009	7009	10514	7009	7009	7009	8762
Community Workers	3363	4292	6437	4292	4292	4292	4292	6437	4292	4292	4292	5364
Administrator	1413	1370	2156	1370	1370	1370	1370	2056	1370	1370	1370	1713
Secretary	632	843	1264	843	843	843	843	1264	873	873	873	1056
Receptionist	436	581	872	581	581	581	581	872	581	581	581	727
Janitorial	148	197	296	197	197	197	197	296	197	197	197	247
Law Clerk												
TOTAL SALARIES	11635	14292	21448	14292	14292	14292	14292	21434	14292	14292	14292	17861
Health Benefits	271	309	527	309	309	309	309	309	309	309	309	309
Social Security	484	586	903	586	586	586	586	909	586	586	586	718
Unemployment Comp.	101			140	140	140	140	140	140	140	140	140
Workers Comp.				384	384	384	384	384	384	384	384	485
Travel	960	435	435	710	710	710	710	710	710	710	710	710
TOTAL PERSONNEL	13451	16022	23813	16197	16197	16197	16197	23490	16197	16197	16197	19661
OVERHEAD:												
Supplies and Services	372	579	452	870	870	870	870	870	870	870	870	870
Telephone	626	618	571	564	564	564	564	564	564	564	564	564
Answering Service	84	333	92	87	87	87	87	87	87	87	87	87
Postage		4	45	58	58	58	58	58	58	58	58	58
Rent	705	705	705	705	705	705	705	705	705	705	705	705
Taxes	170	155	687	221	221	221	221	221	221	221	221	221
Miscellaneous	1212	131	1296	587	587	587	587	587	587	587	587	587
TOTAL OVERHEAD	2057	2277	3248	2044	2044	2044	2044	2044	2044	2044	2044	2044
TOTAL EXPENSES	15508	18299	27061	18241	18241	18241	18241	25534	18241	18241	18241	22705
INCOME:												
Law firms	21386	4800	75	100		7700	5800	6000		1000	6000	13500
Miscellaneous Bar					150	325	3000	3000				
Corp./Foundations		15500	8750	4250	7000	7500	8000	3500	1000	5500		
State of Minnesota							55000					
Jennipen County				25000	5000						20000	
Miscellaneous	164	400	338								200	
TOTAL INCOME	21550	20700	9163	29350	12150	15525	71800	11500	1000	6500	20800	13500
Mr. Knight Money		16000										9000
CASH CARRYOVER	6012	24443	6545	10614	9483	5727	58346	43162	24881	12142	13703	13442

EXPENSES	1978	1978	1979	C.P.Y.R.
	Budget	(Actual)	Budget	Grant
<u>Personnel</u>				
<u>Salaries</u>				
Attorneys	117,840.00	119,412.00(4)	91,968.00 (4.5)	19,500.00
Community Workers	65,125.00	55,710.00(3)	67,286.00 (3.5)	20,000.00
Law Clerk	10,000.00	7,114.00	5,000.00	
Secretary	12,750.00	9,971.00	10,958.00	
Receptionist	7,510.00	6,669.00	7,556.00	
Janitor	2,400.00	2,348.00	2,568.00	
Consultant		2,044.00		
Administrator/Fundraiser	16,650.00	15,011.00	17,815.00	
Total Salaries	232,275.00	218,310.00	203,151.00	39,500.00
Health Benefits	3,450.00	4,115.00	3,368.00	700.00
Social Security	8,400.00	8,542.00	11,076.00	3,466.00
Unemployment Compensation	1,550.00	1,809.00	1,643.00	284.00
Worker's Compensation	1,110.00	3,831.00	4,283.00	
Travel	17,950.00	13,016.00	12,220.00	5,000.00
Total	32,460.00	249,623.00	235,741.00	48,950.00
<u>Overhead</u>				
Office Supplies & Services	2,150.00	12,159.00	9,941.00	
Telephone	6,000.00	5,940.00	6,831.00	
Answering Service	1,100.00	989.00	1,073.00	
Postage	300.00	597.00	639.00	
Rent	6,500.00	7,990.00	8,525.00	
Water	200.00	157.00	177.00	
Building Supplies	600.00	-----	-----	
Library	500.00	-----	-----	
Office Equipment	1,000.00	-----	-----	
Insurance	5,500.00	-----	-----	
Accounting	1,500.00	-----	-----	
Transcripts	1,300.00	-----	-----	
Miscellaneous	1,800.00	8,621.00	8,174.00	2,050.00
Total overhead	28,450.00	286,076.00	271,101.00	51,000.00
<u>INCOME</u>				
Law Firms	80,000.00	66,720.00	72,000.00	
Miscellaneous Bar	20,000.00	3,843.00	6,000.00	
Corporations/Foundations	88,185.00	86,110.00	75,000.00	
State of Minnesota	55,000.00	55,000.00	65,000.00	
Hennepin County	50,000.00	53,750.00	50,000.00	
Miscellaneous		4,623.00	2,000.00	
Interest		1,156.00		
Cash Carryover		16,821.00	1,947.00	
Total	293,185.00	288,023.00	271,947.00	

Coalition for Protection of
Youth Rights

(Legal Rights Center Revised 7/31/78)

PERSONAL COSTS

Salaries

	<u>Local Funding</u>	<u>CPYR Funding</u>	<u>Total</u>
Attorney	\$ 15,000	\$ 15,000	\$ 30,000
Attorney (9 mon)	4,500	4,500	9,000
Community Worker	---	12,000	12,000
Community Worker (PT)	---	8,000	8,000
Secretary (PT)	1,000	---	1,000
Receptionist	750	---	750
Financial Clerk	---	1,000	1,000

Total	\$ 21,250	\$ 40,500	\$ 61,750
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Fringe Benefits

FICA (6.05%)	\$ ---	\$ 3,466	\$ 3,466
Unemployment (.5%)	---	284	284
WorkComp.	100	---	100
Health Insurance	---	700	700

Total	\$ 100	\$ 4,450	\$ 4,550
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TOTAL PERSONNEL	\$ 21,350	\$ 44,950	\$ 66,300
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NON-PERSONNEL COSTS

Equipment	\$ ---	\$ ---	\$ ---
Library	---	50	50
Supplies (Office)	400	---	400
Postage	50	---	50
Travel	---	5,000	5,000
Telephone	600	---	600
Rent	780	---	780
Emp. Development	---	1,000	1,000

TOTAL NON-PERSONNEL	\$ 1,830	6,050	7,880
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TOTAL EXPENDITURES	\$ 23,180	\$ 51,000	\$ 74,180
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5 Counties

*15
86*

EXPENSES

			11 78	11 79
<u>Personnel</u>				
<u>Salaries</u>				
Attorneys (5)	22-54	(119,234.00)*	(4)	91,756.00
Community Worker (4)		54,752.00 **	(4)	71,290.00
Consultant		2,044.00		-----
Law Clerk		7,226.00		9,700.00
Administrator		14,691.00		17,815.00
Secretary		9,772.00		10,958.00
Receptionist		5,836.00		7,556.00
Janitor		2,301.00		2,400.00
Total Salaries		215,856.00		211,475.00
Health Benefits		(4,148.00)		3,897.00
Social Security		(9,090.00)		10,268.00
Unemployment Compensation		(2,009.00)		1,769.00
Worker's Compensation		(4,396.00)		1,428.00
Travel	<i>mileage parking</i>	12,791.00		10,300.00
Total		248,290.00		239,117.00
<u>Overhead</u>				
Office Supplies & Services		13,581.00		14,250.00
Telephone		(6,402.00)		6,700.00
Answering Service		1,006.00		1,200.00
Postage		(542.00)		550.00
Rent		(7,990.00)		8,000.00
Water		166.00		200.00
Miscellaneous		(4,072.00)		4,500.00
		(38,759.00)		35,400.00
TOTAL		287,049.00		274,517.00

INCOME

Law Firms	52,413.00	74,000.00
Miscellaneous Bar	4,043.00	6,000.00
Corporations/Foundations	86,815.00	75,000.00
State of Minnesota	55,000.00 -	65,000.00
Hennepin County	41,250.00	55,000.00
Miscellaneous	3,289.00	-----
Interest	952.00	-----
Expected December 1978	26,466.00	-----
Cash Carryover 12/31/78	16,821.00	-----
Total	287,049.00	275,000.00
		275,000.00
		-274,517.00
		483.00

* based on 5 until October then 4.

** based on 4 until April then 3.

	January (Actual)	February (Actual)	March (Actual)	April (Actual)	May (Actual)	JUNE (Actual)	JULY (Actual)	AUGUST (Actual)	September (Actual)	October (Actual)	November (Actual)	December (Estimated)
PERSONNEL												
Salaries												
Attorneys	5820-	12026-	13863-	11543-	12377-	10043-	9242-	9911-	12153-	6236-	6870-	6670-
Community Workers	2843-	6096-	7662-	6031-	3327-	3130-	3707-	3593-	6870-	3131-	3831-	3931-
Consultant	-	-	-	511-	511-	511-	511-	-	-	-	-	-
Law Clerk	463-	-	-	-	770-	770-	770-	840-	1303-	770-	770-	770-
Administrator/Fundraiser	622-	943-	1343-	895-	1281-	1291-	1291-	1291-	1421-	1281-	1281-	1281-
Secretarial	490-	741-	1051-	788-	788-	788-	788-	788-	1182-	788-	-	788-
Receptionist	338-	555-	729-	485-	485-	495-	495-	485-	277-	543-	543-	543-
Janitorial	184-	184-	277-	184-	184-	184-	184-	184-	184-	184-	184-	184-
TOTAL SALARIES	10760-	20547-	24930-	20437-	19663-	17192-	18768-	17092-	24690-	13633-	14267-	14267-
Health Benefits	525-	317-	336-	272-	393-	255-	300-	300-	300-	260-	322-	360-
Social Security	470-	892-	1130-	853-	936-	802-	677-	643-	798-	364-	370-	370-
Unemployment Compensation	42-	-	-	641-	-	565-	350-	-	-	161-	-	200-
Worker's Compensation	-	-	1787-	-	87-	-	565-	261-	-	566-	565-	565-
Travel	1785-	874-	1000-	50-	-	2700-	1054-	1063-	1276-	815-	1348-	985-
TOTAL PERSONNEL	13392-	22140-	29183-	22403-	21079-	21520-	14414-	14394-	27064-	15464-	26057-	16743-
OVERHEAD												
Office Supplies	407-	894-	214-	771-	1106-	3200-	1050-	1348-	1698-	893-	390-	1000-
Telephone	438-	474-	496-	469-	685-	940-	-	947-	485-	478-	-	1006-
Telephone Ans. Service	-	166-	90-	85-	92-	97-	84-	81-	76-	75-	77-	85-
Postage	39-	-	78-	39-	91-	8-	45-	60-	45-	47-	100-	45-
Rent	470-	1175-	-	705-	705-	705-	705-	705-	705-	705-	705-	705-
Water	-	-	16-	-	16-	25-	16-	76-	17-	28-	-	32-
Miscellaneous	-	84-	602-	448-	2344-	11-	444-	2110-	1644-	130-	438-	600-
TOTAL OVERHEAD	1354-	2793-	1506-	2517-	5089-	4976-	2344-	5267-	4675-	2346-	1710-	3467-
TOTAL EXPENSES	14936-	25473-	30689-	24920-	26168-	26496-	22258-	24666-	31739-	18310-	18582-	20210-
INCOME												
Law Firms	14453-	2500-	2100-	1550-	5300-	7700-	5500-	6150-	3400-	1760-	930-	10000-
Miscellaneous Bar	-	-	-	-	225-	1143-	2215-	240-	-	-	-	-
Corp./Foundations	200-	35000-	1968-	9250-	15500-	5500-	7473-	5624-	-	6500-	1000-	4000-
State of Minnesota	-	-	-	-	-	-	55000-	-	-	-	-	-
Hennipen County	3750-	12500-	12500-	12500-	-	-	-	-	-	-	12500-	-
Miscellaneous	960-	171-	-	-	-	-	-	860-	100-	1198-	-	-
TOTAL INCOME	19363-	50171-	16568-	23360-	21025-	14343-	70208-	12879-	3500-	4458-	14330-	14000-
BALANCE FORWARD 12/31/77	16821-	-	-	-	-	-	-	-	-	-	-	-
CASH CARRYOVER	21248-	45946-	31925-	50205-	25062-	12489-	60859-	49067-	22824-	11916-	4252-	-

* Projected

Actual 6/7/80

	<u>1978</u>	<u>Spent to date</u>	<u>Projected for end of year</u>
<u>Personnel</u>			
<u>Salaries</u>			
Attorneys (5)	117,840.00	97,718.00	(119,998.00)
Community Workers (4)	65,125.00	43,259.00	54,752.00
Law Clerk	10,000.00	4,916.00	7,226.00
Secretary	12,750.00	7,412.00	9,770.00
REceptionist	7,510.00	4,323.00	5,778.00
Janitor	2,400.00	1,749.00	2,301.00
Administrator/Fundraiser		10,848.00	14,691.00
Consultant*	16,650.00	2,044.00	2,044.00
Total Salaries	232,275.00	172,269.00	216,560.00
Health Benefits	3,450.00	3,023.00	(4,103.00)
Social Security	8,400.00	7,341.00	(9,411.00)
Unemployment Compensation	1,550.00	1,648.00	(1,848.00)
Worker's Compensation	1,110.00	2,700.00	(6,043.00)
Mileage	17,950.00	9,808.00	12,970.00
Total Personnel	32,460.00	24,520.00	34,375.00
TOTAL	264,735.00	196,789.00	250,935.00
<u>Overhead</u>			
Office Supplies	2,150.00	10,707.00(1)	(13,707.00)
Telephone	6,000.00	5,362.00	(6,862.00)
Telephone Answering Service	1,100.00	761.00	1,061.00
Postage	300.00	405.00	540.00
Rent	6,500.00	5,875.00	(7,990.00)
Water	200.00	106.00	154.00
Building Supplies	600.00	-----	-----
Library	500.00	-----	-----
Office Equipment	1,000.00	-----	-----
Insurance	5,500.00	-----	-----
Accounting	1,500.00	-----	-----
Transcripts	1,300.00	-----	-----
Miscellaneous	1,800.00	11,199.00(2)	(12,999.00)
Total Overhead	28,450.00	34,415.00	43,313.00
TOTAL EXPENSES	293,185.00	231,204.00	294,248.00
<u>INCOME</u>			
Law Firms	80,000.00	45,253.00	50,653.00
Miscellaneous	20,000.00	3,843.00	
Corporation/Foundations	88,185.00	105,515.00 (3)	
State of Minnesota	55,000.00	55,000.00	
Hennepin County	50,000.00	41,250.00	
Miscellaneous		1,991.00	
	293,185.00	252,852.00	

(1) .includes staff meetings-lunches
 .insurance .accounting
 .duplicating .transcripts
 .printing .office equipment
 .building supplies .library

(2) includes E.R. contribution
 and expense account

(3) 25,000 interest free loan

MEMO TO: LEGAL RIGHTS CENTER BOARD OF DIRECTORS

FROM: LARRY J. JONES

SUBJECT: BUDGET PROJECTION 1978

DATE: July 7, 1978

The overall expenses were \$1255.00 lower than projected for the month of June, 1978. However, unforeseen circumstances absorbed the anticipated savings of \$1900.00. The specific items contributing to the absorption are as follows:

1. Jerod Peterson was repaid \$800.00 in back salary owed due to the Fall, 1977 staff reduction.
2. Our new community worker started work in the middle of June instead of the projected starting date of July 1, thus causing a \$625.00 expenditure not budgeted originally.
3. The telephone bill for July was paid in June, thus approximately \$500.00 was added to the June expenses. However, there will be a cost saving of the same amount in July.

PREPARED JULY 7, 1978

1978 EXPENSES & INCOME PROJECTION

BY: Larry J. Jones

LEGAL RIGHTS CENTER

ACTION:

[illegible]

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

TO: Board Members LRC
FROM: Joanne R. Levin, Administrator
RE: Budget
DATE: August 15, 1978

Enclosed you will find a fairly detailed budget for the rest of this year for the Center. I must make a few explanations:

Column 1978 is the budget you passed on at your January 1978 meeting prepared by the previous administrator.

Column Spent To Date is self-explanatory, you will note the categories are now broader and are more in line with generally accepted accounting practices.

Column Projected For End of Year is the amount we (Larry Jones and I) anticipate will be spent by Dec. 31, 1978 based on the most recent flow chart.

As you can see, the January, 1978 projections are coming very close to actual expenditures.

I shall supply you with up-dates at the September 5th meeting.

Attorneys
Douglas Hall
Executive Director
James C. Boone
Michael J. Davis
Linda Gallant
James J. Krieger
Jerod H. Peterson

Community Workers
Frank Dickenson
Willie Mae Dixon
Jerry S. Patterson
Mary Jane Wilson
Administrator
Joanne Levin

Directors
Antonio Arellano
Ed Bearhart
Pat Bellanger
Clyde Bellecourt
David Bennett
Anita Bethke
Irene Bethke
Vincent Beyl
Rev. Merle Carlson
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Sylvia Gonzales
Peter Heegaard
Harry Moss
David Murrin
David Nasby
Norman Newhall
Morris Sherman
Ralph Ware
Izear Watkins
Irving Weiser


<u>EXPENSES</u>	<u>1978</u>	<u>Spent to date</u>	<u>Projected for end of Year</u>
<u>Personnel</u>			
Salaries			
Attorneys (5)	117,840.00	74,854.00	(125,685.00)
Community Workers (4)	65,125.00	32,796.00	53,186.00
Law Clerk	10,000.00	2,773.00	7,527.00
Secretary	12,750.00	5,442.00	9,776.00
Receptionist	7,510.00	3,561.00	6,229.00
Janitor	2,400.00	1,381.00	2,394.00
Consultant*		2,044.00	4,853.00
Administrator/Fundraiser	16,650.00	7,646.00	14,691.00
Total Salaries	232,275.00	130,497.00	224,341.00
Health Benefits	3,450.00	2,423.00	3,713.00
Social Security	8,400.00	5,850.00	9,574.00
Unemployment Compensation	1,550.00	1,648.00	2,138.00
Worker's Compensation	1,110.00	2,439.00	5,264.00
Mileage	17,950.00	7,469.00	12,739.00
Total Personnel	32,460.00	19,829.00	33,428.00
TOTAL	264,735.00	150,326.00	257,769.00
<u>Overhead</u>			
Office Supplies	2,150.00	7,661.00 (1)	(12,661.00)
Telephone	6,000.00	3,930.00	(6,430.00)
Telephone Answering Service	1,100.00	604.00	1,029.00
Postage	300.00	300.00	(525.00)
Rent	6,500.00	4,465.00	(6,990.00)
Water	200.00	73.00	153.00
Building Supplies	600.00	-----	-----
Library	500.00	-----	-----
Office Equipment	1,000.00	-----	-----
Insurance	5,500.00	-----	-----
Accounting	1,500.00	-----	-----
Transcripts	1,300.00	-----	-----
Miscellaneous	1,800.00	3,983.00 (2)	6,983.00
Total Overhead	28,450.00	21,016.00	34,771.00
TOTAL EXPENSES	293,185.00	171,342.00	292,540.00
<u>INCOME</u>			
Law Firms	80,000.00	39,103.00	
Miscellaneous	20,000.00	3,603.00	
Corporation/Foundations	88,185.00	99,891.00 (3)	
State of Minnesota	55,000.00	55,000.00	
Hennepin County	50,000.00	41,250.00	
Miscellaneous		1,131.00	
	293,185.00	239,978.00	

(1) 575 per month repayment of loan from 1977
 .including staff meetings-lunches
 .insurance .Accounting
 .duplicating .Transcripts
 .printing
 .Building Supplies
 .library
 .Office Equipment

(2) includes E.R. contribution
 and suspense account

(3) including 25,000 interest free 1

MEMO TO: LEGAL RIGHTS CENTER BOARD OF DIRECTORS

FROM: LARRY J. JONES 

SUBJECT: BUDGET PROJECTION 1978

DATE: JULY 31, 1978

The attached budget appears to be somewhat brighter (37,000 deficit to 16,000 deficit) for a number of reasons:

1. Increased contributions from last year that were not contemplated in this year's budget. The contributions were received this quarter. Amounted to approximately \$9,000.
2. Pursuant to my June 13, 1978 memo, the fudge factors have been eliminated now that expenses are somewhat more predictable. This amount accounts for approximately 12,000. You will note that we are saving at the rate of approximately 2,000 per month as originally estimated on June 13, 1978. Plans for an additional community worker are not included in this projection as was in the June 13, 1978 projection. Consequently, the projected budget has been skimmed of this excess. Ordinarily, I don't favor budgets of this sort (tight) but at some point a realistic assessment of the center must be made. Barring unforeseen circumstances, the attached budget should be an accurate projection for the Center's remaining activities for the 1978 year.

1978 EXPENSES & INCOME PROJECTION
LEGAL RIGHTS CENTER

PREPARED JULY 31, 1978

BY: LARRY J. JONES

ACTION:

	1	2	3	4	5	6	7	8	9	10	11	12
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
PERSONNEL	(ACTUAL)	(ACTUAL)	(ACTUAL)	(ACTUAL)	(ACTUAL)	(ACTUAL)	(ACTUAL)	(ESTIMATED)	(ESTIMATED)	(ESTIMATED)	(ESTIMATED)	(ESTIMATED)
Salaries												
Attorneys	5820	12026	13863	11543	12317	10043	9242	9242	13863	9242	9242	9242
Community Workers	2843	6096	7662	6031	3327	3130	3707	3707	5562	3707	3707	3707
Consultant				511	511	511	511	511	765	511	511	511
Law Clerk	463				770	770	770	900	1154	900	900	900
Administrator/Fundraiser	622	943	1343	895	1281	1281	1281	1281	1921	1281	1281	1281
Secretarial	490	743	1057	788	788	788	788	788	1182	788	788	788
Receptionist	338	555	728	485	485	485	485	485	728	485	485	485
Janitorial	184	184	277	184	184	184	184	184	277	184	184	184
TOTAL SALARIES	10760	20547	24930	20437	19663	17192	16968	17098	25452	17098	17098	17098
Health Benefits	525	387	336	272	393	255	255	255	255	260	260	260
Social Security	470	882	1130	953	936	802	677	677	1016	677	677	677
Unemployment Compensation	42			691		565	350		290			200
Worker's Compensation			1787		87		565	565	565	565	565	565
Travel	1785	874	1000	50		2706	1054	1054	1054	1054	1054	1054
TOTAL PERSONNEL	13582	22690	24183	22403	21079	21520	19869	19644	28632	19654	19654	19854
OVERHEAD												
Office Supplies	407	884	234	771	1106	3209	1050	1000	1000	1000	1000	1000
Telephone	438	474	486	469	685	940		500	500	500	500	500
Telephone Answ. Service		166	90	85	92	87	84	85	85	85	85	85
Postage	39		78	39	91	8	45	45	45	45	45	45
Rent	470	1175		705	705	705	705	505	505	505	505	505
Water			16		16	25	16	16	16	16	16	16
Miscellaneous		84	25602	448	2394	11	444	600	600	600	600	600
TOTAL OVERHEAD	1354	2183	26506	2517	5089	4985	2344	2751	2751	2751	2751	2751
TOTAL EXPENSES	14936	25478	55689	24920	26168	26505	22213	22400	31383	22405	22405	22605
INCOME												
Law Firms	14453	2500	2100	1550	5300	7700	5500					
Miscellaneous Bar					225	1143	2235					
Corp./Foundations	200	60000	1968	9250	1500	5500	7473					
State of Minnesota							55000					
Hennepin County	3750	12500	12500	12500								
Miscellaneous	960	171										
TOTAL INCOME	19363	75171	16568	23300	21025	14343	70208	**9425	**9425	**8333	**8333	**8333
BALANCE FORWARD 12/31/77	16821											
CASH CARRYOVER	21248	70941	31820	30200	25057	12895	60890	47915	25957	11885	(2187)	(11459)

MEMO TO: LEGAL RIGHTS CENTER BOARD OF DIRECTORS

FROM: LARRY J. JONES

SUBJECT: BUDGET PROJECTION 1978

DATE: July 7, 1978

The overall expenses were \$1255.00 lower than projected for the month of June, 1978. However, unforeseen circumstances absorbed the anticipated savings of \$1900.00. The specific items contributing to the absorption are as follows:

1. Jerod Peterson was repaid \$800.00 in back salary owed due to the Fall, 1977 staff reduction.
2. Our new community worker started work in the middle of June instead of the projected starting date of July 1, thus causing a \$625.00 expenditure not budgeted originally.
3. The telephone bill for July was paid in June, thus approximately \$500.00 was added to the June expenses. However, there will be a cost saving of the same amount in July.

PREPARED JULY 7, 1978

BY: Larry J. Jones

LEGAL RIGHTS CENTER

ACTION:

	1	2	3	4	5	6	7	8	9	10	11	12
	JANUARY (ACTUAL)	FEBRUARY (ACTUAL)	MARCH (ACTUAL)	APRIL (ACTUAL)	MAY (ACTUAL)	JUNE (ACTUAL)	JULY (ESTIMATED)	AUGUST (ESTIMATED)	SEPTEMBER (ESTIMATED)	OCTOBER (ESTIMATED)	NOVEMBER (ESTIMATED)	DECEMBER (ESTIMATED)
PERSONNEL												
Salaries												
Attorneys	5820	12026	13863	11543	12317	10043	9242	9242	13863	9242	9242	9242
Community Workers	2843	6096	7662	6031	3327	3130	3831	3831	5746	5107	5107	5107
Consultant				511	511	511	511	511	765			
Law Clerk	463				770	770	1026	1026	1537	1025	1025	1025
Administrator/Fundraiser	622	943	1343	895	1281	1281	1281	1281	1921	1281	1281	1281
Secretarial	490	743	1057	788	788	788	788	788	1182	788	788	788
Receptionist	338	555	728	485	485	485	485	485	728	485	485	485
Janitorial	184	184	277	184	184	184	184	184	277	184	184	184
TOTAL SALARIES	10760	20547	24930	20437	19663	17192	17348	17348	26019	18112	18112	18112
Health Benefits	525	387	336	272	393	255	325	325	325	325	325	325
Social Security	470	882	1130	953	936	802	1050	1050	1050	1050	1050	1050
Unemployment Compensation	42			691		545			450			450
Worker's Compensation			1787		87		500	200				
Travel	1785	874	1000	50		2706	1400	1400	1400	1400	1400	1400
TOTAL PERSONNEL	13582	22640	29183	22403	21079	21520	20623	20323	29244	20887	20887	21337
OVERHEAD												
Office Supplies	407	884	234	771	1106	3209	1500	1500	1500	1500	1500	1500
Telephone	438	474	486	464	685	940	600	650	600	600	600	600
Telephone Ans. Service		166	90	85	92	87	95	95	95	95	95	95
Postage	39		78	39	91	8	95	95	95	95	95	95
Rent	470	1175		705	705	705	705	705	705	705	705	705
Water			16		16	25	16	16	16	16	16	16
Miscellaneous		84	25602	448	2394	11	1000	1000	1000	1000	1000	1000
TOTAL OVERHEAD	1354	2783	26506	2517	5089	4985	4011	4061	4011	4011	4011	4011
TOTAL EXPENSES	14936	25428	55689	24920	26168	26505	24634	24384	33255	24898	24898	25348
INCOME												
Law Firms	14453	2500	2100	1550	5300	7700						
Miscellaneous Bar					225	1143						
Corp./Foundations	200	60000	1968	9250	15500	5500						
State of Minnesota												
Hennepin County	3750	12500	12500	12500								
Miscellaneous	960	171										
TOTAL INCOME	19363	75171	16568	23300	21025	14343			79300 (Projected)			27475 (Projected)
Balance Forward 12/31/77	1682											
CASH CARRYOVER	21248	70941	31820	30200	25057	12895	(11739)	(36123)	9922	(14976)	(39874)	(37747)

Corrected

1978 EXPENSES & INCOME PROJECTION

LEGAL RIGHTS CENTER

PREPARED: October 30, 1978

BY: RBO

ACTION:

PERSONNEL	January (Actual)	February (Actual)	March (Actual)	April (Actual)	May (Actual)	JUNE (Actual)	JULY (Actual)	AUGUST (Actual)	September (Actual)	October (Actual)	November (Estimated)	December (Estimated)
<u>Salaries</u>												
Attorneys	5820	12026	13863	11543	12317	10043	9242	9911	12953	6236	7640	7640
Community Workers	2843	6096	7662	6031	3327	3130	3707	3593	6870	3931	3831	3931
Consultant				511	511	511	511					
Law Clerk	463				770	770	770	840	1303	770	770	770
Administrator/Fundraiser	622	943	1343	895	1281	1291	1291	1291	1421	1291	1291	1291
Secretarial	490	743	1057	789	789	789	788	788	1182	788	788	788
Receptionist	338	555	729	485	485	485	495	495	277	593	485	485
Janitorial	184	184	277	184	184	184	184	184	184	184	184	184
TOTAL SALARIES	10760	20547	24930	20437	19663	17192	16968	17092	24690	13633	14977	14977
<u>Health Benefits</u>	525	397	336	272	393	255	300	300	300	260	360	360
<u>Social Security</u>	470	892	1130	953	936	802	677	643	798	369	690	640
<u>Unemployment Compensation</u>	42			64		565	350			161		200
<u>Worker's Compensation</u>			1787		87		565	261		561	565	565
<u>Travel</u>	1785	874	1000	50		2700	7054	1063	1276	875	1054	1054
TOTAL PERSONNEL	13382	22690	29193	22403	21079	21520	14914	19399	27064	15464	17	17
<u>OVERHEAD</u>												
Office Supplies	407	894	214	771	1106	3200	1050	1348	1698	88	1000	1000
Telephone	438	477	496	469	685	940		947	485	478	500	500
Telephone Ans. Service		166	90	85	92	87	84	81	76	75	85	85
Postage	39		78	39	91	8	45	60	45	47	45	45
Rent	470	1175		705	705	705	705	705	705	705	705	705
Water			16		16	25	16	16	17	28	16	16
Miscellaneous		84	602	448	2344	11	444	2110	1649	130	600	600
TOTAL OVERHEAD	1354	2793	1506	2517	5099	4976	2344	5267	4675	2346	2751	2751
<u>TOTAL EXPENSES</u>	14936	25473	30689	24920	26168	26496	22258	24666	31739	19310	20597	20797
<u>INCOME</u>												
Law Firms	14453	2500	2100	1550	5300	7700	5500	6150	5400	1760		
Miscellaneous Bar					225	1143	2235	240				
Corp./Foundations	200	35000	1968	9250	15500	5500	7973	5624		6500		
State of Minnesota							55000					
Hennipen County	3750	12500	12500	12500								
Miscellaneous	960	171						860	100	1198		
<u>TOTAL INCOME</u>	19363	50171	16568	23300	21025	14343	70208	12874	5500	9458	12976	12976
BALANCE FORWARD 12/31/77	16821											
CASH CARRYOVER	21218	45946	31925	30205	25062	12909	60859	49067	22824	13976	6355	(1466)

* Projected

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

M E M O R A N D U M

DATE: November 3, 1978
TO: Board of Directors
FROM: Joanne R. Levin
RE: 1978 New or Increased Contributions for
Legal Rights Center.

I have compiled a breakdown for you of our new or increased contributions for 1978. The figure totals \$23,966.59 to date.

Corporation/Foundations

American Indian Chemical Dependency
*Bemis
Carolyn Foundation
Gabberts
*General Mills Foundation
Graco
*Hennepin County Bar Fndn.
Honeywell
Josten's
*Medtronic
*Minnesota State Bar Fndn.
Northwestern National Life
St. Luke Presbyterian Church
Super Valu
Twin City Federal
(Miscellaneous Individual
Contributions)

\$86,041.59 to date
18,391.59 total new or increase

*denotes an increase in past contributions.

Bar

Doherty, Rumble & Butler
Delaney, Thomson et al
*Fredrickson, Byron et al
Grossman, Karlins, Siegel et al
*Henson & Effron
Johnson, Thompson & Klaverkamp
Lasley, Gaughan, Reid & Stich
*Leonard, Street & Deinard
*Mackall, Crounse & Moore
*Mullin, Weinberg & Daly
*Oppenheimer
*Robins, Davis & Lyons
Sachs, Latz & Kirshbaum
Schieffer & Carson
Schroder, Siegfried
Stacker & Ravich
Thomson, Lovett, Wahlfors & Moran
(Miscellaneous Individual Contribution)

\$56,456 to date
5,575 total new or increase
4,850 Lawyers Fund Drive
(97 individual & firm
contributions)

Attorn
Douglas
Executive Dire
James C. Bo
Michael J. D
Linda Gal
James J. Kri
Jerod H. Peter
Community Work
Frank Dickens
Willie Mae Di
Jerry S. Patter
Mary Jane Wil
Administra
Joanne Le
Direct
Antonio Arella
Ed Bearh
Pat Bellan
Clyde Belleco
David Benn
Anita Beth
Irene Beth
Vincent Be
Rev. Merle Carl
Earl Cra
Syl Da
Felino de la Pe
Frances Fairban
Sidney Feinbe
Jose Gait
Sylvia Gonzal
Peter Heegaa
Harry Mo
David Murr
David Nash
Norman Newha
Morris Sherma
Ralph Wa
Izear Watkin
Irving Weise

<u>EXPENSES</u>	<u>1978</u>	<u>1979</u>
<u>Personnel</u>		
<u>Salaries</u>		
Attorneys (5)	(119,234.00) *	(6) 127,756.00
Community Worker (4)	54,752.00 **	(5.5) 97,698.00
Consultant	2,044.00	-----
Law Clerk	7,226.00	10,700.00
Administrator	14,691.00	17,815.00
Secretary	9,772.00	10,958.00
Receptionist	5,836.00	7,556.00
Janitor	2,301.00	2,400.00
Total Salaries	<u>215,856.00</u>	<u>274,883.00</u>
Health Benefits	(4,148.00)	4,597.00
Social Security	(9,090.00)	15,178.00
Unemployment Compensation	(2,009.00)	2,033.00
Worker's Compensation	(4,396.00)	1,428.00
Travel	<u>12,791.00</u>	<u>16,500.00</u>
	<u>32,434.00</u>	<u>39,736.00</u>
Total	<u>248,290.00</u>	<u>314,619.00</u>
<u>Overhead</u>		
Office Supplies	13,581.00	14,300.00
Telephone	(6,402.00)	6,700.00
Answering Service	1,006.00	1,200.00
Postage	(542.00)	550.00
Rent	(7,990.00)	8,000.00
Water	166.00	200.00
Miscellaneous	<u>(4,072.00)</u>	<u>2,000.00</u>
	<u>(38,759.00)</u>	<u>32,950.00</u>
TOTAL	<u>287,049.00</u>	<u>347,569.00</u>
<u>INCOME</u>		
Law Firms	52,413.00	74,000.00
Miscellaneous Bar	4,043.00	6,000.00
Corporations/Foundations	86,815.00	75,000.00
State of Minnesota	55,000.00	65,000.00
Hennepin County	41,250.00	55,000.00
Miscellaneous	3,289.00	-----
Interest	952.00	-----
Expected December 1978	25,000.00	-----
Cash Carryover 12/31/78	<u>16,821.00</u>	Juvenile Grant 51,000.00
Total	<u>285,583.00</u>	<u>326,000.00</u>
	287,049.00	347,569.00
	<u>-285,583.00</u>	<u>-326,000.00</u>
	<u>(1,466.00)</u>	<u>(21,569.00)</u>

* based on 5 until October then 4.

** based on 4 until April then 3.

	<u>1978</u>	<u>Spent to date</u>	<u>Projected for end of year</u>
<u>Personnel</u>			
<u>Salaries</u>			
Attorneys (5)	117,840.00	97,718.00	(119,998.00)
Community Workers (4)	65,125.00	43,259.00	54,752.00
Law Clerk	10,000.00	4,916.00	7,226.00
Secretary	12,750.00	7,412.00	9,770.00
REceptionist	7,510.00	4,323.00	5,778.00
Janitor	2,400.00	1,749.00	2,301.00
Administrator/Fundraiser		10,848.00	14,691.00
Consultant*	16,650.00	2,044.00	2,044.00
Total Salaries	232,275.00	172,269.00	216,560.00
Health Benefits	3,450.00	3,023.00	(4,103.00)
Social Security	8,400.00	7,341.00	(9,411.00)
Unemployment Compensation	1,550.00	1,648.00	(1,848.00)
Worker's Compensation	1,110.00	2,700.00	(6,043.00)
Mileage	17,950.00	9,808.00	12,970.00
Total Personnel	32,460.00	24,520.00	34,375.00
TOTAL	264,735.00	196,789.00	250,935.00
<u>Overhead</u>			
Office Supplies	2,150.00	10,707.00(1)	(13,707.00)
Telephone	6,000.00	5,362.00	(6,862.00)
Telephone Answering Service	1,100.00	761.00	1,061.00
Postage	300.00	405.00	540.00
Rent	6,500.00	5,875.00	(7,990.00)
Water	200.00	106.00	154.00
Building Supplies	600.00	-----	-----
Library	500.00	-----	-----
Office Equipment	1,000.00	-----	-----
Insurance	5,500.00	-----	-----
Accounting	1,500.00	-----	-----
Transcripts	1,300.00	-----	-----
Miscellaneous	1,800.00	11,199.00(2)	(12,999.00)
Total Overhead	28,450.00	34,415.00	43,313.00
TOTAL EXPENSES	293,185.00	231,204.00	294,248.00
<u>INCOME</u>			
Law Firms	80,000.00	45,253.00	50,653.00
Miscellaneous	20,000.00	3,843.00	
Corporation/Foundations	88,185.00	105,515.00 (3)	
State of Minnesota	55,000.00	55,000.00	
Hennepin County	50,000.00	41,250.00	
Miscellaneous		1,991.00	
	293,185.00	252,852.00	
(1) .includes staff meetings-lunches		(2) includes E.R. contribution	
.insurance .accounting		and expense account	
.duplicating .transcripts			
.printing .office equipment		(3) 25,000 interest free loan	
.building supplies .library			

Our foundation and corporation contributions thru May of this year amounts to \$55,300.00. The following list indicates the contributors:

Bemis
*Dayton-Hudson
H.B. Fuller Company
Gabberts
General Mills Foundation
Graco Foundation
Hennepin County Bar Foundation
*Josten Foundation
S.T. McKnight
*Medtronic Foundation
*Minneapolis Star & Tribune
*3M
*Northern States Power Company
Northwestern Bell
Northwestern National Bank
Pacific Foundation
*Pillsbury Company Foundation
Piper, Jaffray & Hopwood
Sears, Roebuck Company
P.W. Skogmo
*Super Value Stores
Twin City Federal
WCCO

*Indicates increases in contributions over 1978.

Annual Lawyers Fund Drive Totals - \$770.00

The Bar's contributions to date totals \$27,881.00.

DeParcq, Anderson
Dorsey, Windhorst et al
Fredrickson, Byron, Colborn et al
Holmes, Kircher & Graven
*Leonard, Street & Dienard
*Lindquist & Vennum
Mackall, Crounse & Moore
Maslon, Kaplan
*O'Connor & Hannan

	Jan. ACT.	Feb. ACT.	March ACT.	April ACT.	May ACT.	June EST.	July EST.	Aug. EST.	Sept. EST.	Oct. EST.	Nov. EST.	Dec. EST.
PERSONNEL:												
Salaries												
Attorneys	5447	7009	10514	8541	6909	7009	7009	10514	7009	7009	7009	8762
Comm. Workers	3363	4292	6437	4292	4292	2967	2967	7412	4967	4967	4967	4967
Administrator	1413	1370	2056	1370	1370	1370	1370	2054	1370	1370	1370	1713
Secretary	632	843	1264	843	760	800	800	1180	800	800	800	625
Receptionist	436	581	872	581	519	519	519	779	519	519	519	650
Sanitorial	148	197	296	197	197	197	197	246	197	197	197	247
Law Clerk				573	208	600	1600	2000	1600	600	600	600
TOTAL SALARIES	11439	14292	21439	16397	14255	13462	14462	24185	16462	15462	15462	17564
Health Benifits	271	209	527	487	58	343	343	343	343	343	343	343
Social Security	626	618	571	616	622	564	564	564	564	564	564	564
Temp. Comp.	101	-0-	-0-	1384	-0-	140	140	140	140	140	140	140
Workers Comp.	-0-	-0-	-0-	-0-	-0-	389	389	389	389	389	389	389
Travel	960	935	935	953	935	710	710	710	710	710	710	710
TOTAL PERSONNEL	13255	16022	23804	19839	16071	15608	15508	26331	18608	17608	17608	19710
OVERHEAD												
Supplies & Ser.	372	579	452	839	522	870	870	870	870	870	870	870
Telephone	626	618	571	616	622	564	564	564	564	564	564	564
Answer. Ser.	84	85	92	92	101	87	87	87	87	87	87	87
Postage	0	4	45	45	45	58	58	58	58	58	58	58
Rent	705	705	705	705	705	705	705	705	705	705	705	705
Prox	170	155	687	204	231	223	223	223	223	223	223	223
Ins.	100	131	696	212	384	587	587	587	587	587	587	587
TOTAL OVERHEAD	2057	2277	3248	2713	2610	3094	3094	3094	3094	3094	3094	3094
TOTAL EXPENSES	15312	18299	27052	22552	18681	18702	18602	29425	21702	20702	20702	22804
INCOME												
Law Firms	21386	4800	75	600	1000	7700	5800	6000		1000		13500
Sc. Bar						325	3000	3000				
Corp./Foundations		15500	8750	6200	27500	2500	2000	1500	1000	5500		
State of Minn.							55000					
Winipen County				25000		5000					20000	
Sc.	164	4000	338		213						200	
TOTAL INCOME	21550	20700	9163	31800	28713	15525	60800	10500	1000	6500	20200	13500
KNIGHT MONEY	25000 (1600) 11408	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	-0-
CASH CARRYOVER	6357	8750	(9131)	117	10149	6972	49170	30245	9543	(4659)	(5161)	(14465)
Cash from 1978	5129	13887	14260	5246	15278	12101	54299	35374	14672	470	(32)	(9336)

BALANCE SHEET

	December 31,	
	1978	1977
<u>ASSETS</u>		
<u>CURRENT ASSETS:</u>		
Cash	\$25,138	\$21,872
Employee advances	1,701	1,701
Prepaid expenses	913	913
<u>TOTAL CURRENT ASSETS</u>	<u>27,752</u>	<u>24,486</u>
<u>EQUIPMENT, AT COST</u>	3,976	3,976
Less accumulated depreciation	477	183
	<u>3,499</u>	<u>3,793</u>
<u>TOTAL ASSETS</u>	<u>\$31,251</u>	<u>\$28,279</u>
<u>LIABILITIES AND FUND BALANCE</u>		
<u>LIABILITIES:</u>		
Accounts payable	\$ 1,024	\$ 1,497
Accrued taxes - other than income taxes	98	3,166
<u>TOTAL LIABILITIES</u>	<u>1,122</u>	<u>4,663</u>
<u>FUND BALANCE</u>	<u>30,129</u>	<u>23,616</u>
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>\$31,251</u>	<u>\$28,279</u>

PRELIMINARY

See notes to financial statements.

STATEMENT OF REVENUES, EXPENSES AND FUND BALANCE

	Years Ended December 31,	
	1978	1977
<u>REVENUES:</u>		
Contributions	\$180,950	\$135,401
Contract payments - Hennepin County	53,750	44,583
Interest income	1,155	223
State of Minnesota	55,000	50,000
Miscellaneous income	600	495
<u>TOTAL REVENUES</u>	<u>291,455</u>	<u>230,702</u>
<u>EXPENSES:</u>		
Salaries - legal staff	122,667	111,229
Salaries - community staff	56,672	59,057
Salaries - clerical staff	40,138	30,932
Salaries - other	2,354	2,433
Total salaries	221,831	203,651
Business promotion	809	1,278
Depreciation	294	98
Insurance - employees	2,987	2,641
Insurance - general	7,682	4,946
Interest	-0-	148
Miscellaneous	2,807	1,835
Office expense	9,491	5,578
Postage	599	439
Professional services	1,419	2,352
Rent	7,285	5,396
Repairs and maintenance	-0-	709
Taxes - payroll	9,524	7,634
Telephone	7,200	6,083
Travel expense	13,014	14,757
<u>TOTAL EXPENSES</u>	<u>284,942</u>	<u>257,545</u>
<u>EXCESS OF REVENUES OVER EXPENDITURES</u>	6,513	(26,843)
<u>FUND BALANCE - BEGINNING OF YEAR</u>	<u>23,616</u>	<u>50,459</u>
<u>FUND BALANCE - END OF YEAR</u>	<u>\$ 30,129</u>	<u>\$ 23,616</u>

See notes to financial statements.

SCHEDULE OF CONTRIBUTIONS

	Years Ended December 31,	
	1978	1977
Law firms:		
Fægre and Benson	\$ 7,500	\$ 15,000
Fredrikson, Byron, Colborn, et al.	2,300	2,000
Lindquist & Vennum	9,000	9,600
Dorsey, Windhorst, Hannaford, et al.	8,778	10,000
O'Connor & Hannan	7,000	4,500
Maslon, Kaplan, Edelman, et al.	2,500	2,500
Oppenheimer, Walff, Foster, et al.	1,775	1,750
Robins, Davis & Lyons	7,700	7,175
Leonard, Street & Deinard	5,400	4,800
Mullin, Weinberg & Daly	-0-	490
Chestnut, Brooks & Burkard	-0-	50
Hennepin County Bar Association	3,000	4,000
Hvass, Weisman & King	-0-	700
Doherty, Rumble & Butler	2,000	1,000
Minnesota State Bar Association	5,000	1,000
Henson and Efron	50	300
Smith, Juster, Feikema	600	1,000
Hedin, Messinger, et al.	-0-	50
Barnett, Ratelle, Hennessey, et al.	500	500
DeParcq, Anderson, Perl, et al.	-0-	500
VanValkenburg, Comaford, Moss, et al.	-0-	600
Lapp, Lazar, Laurie & Smith	-0-	100
Rider, Bennett, Egan & Arundel	-0-	-0-
Mackall, Crounse & Moore	1,000	-0-
Delaney, Thompson and O'Rourke	300	-0-
Grossman, Karlins, Siegel and Brill	200	-0-
Terrance and Harold	200	-0-
Schroeder, Siegfried, Ryan, Vidas and Steffy	100	-0-
Stacker and Ravich	200	-0-
Johnson, Thompson, Klaverkamp and James	500	-0-
Lasley, Gaughn, Reid and Stich	100	-0-
Hvass, Weisman and King	500	-0-
Schreffer and Carson	100	-0-
Thompson, Lovett, Wahlfoes and Moran	150	-0-
Weinberg, Michael and Hedrow	333	-0-
Eugene, Boone and Daly	334	-0-
Chovber, William and Mullin	333	-0-
Sachs, Latz and Kirshbaum	100	-0-
Arthur, Chapman and Michaelson	50	-0-
	<u>67,603</u>	<u>67,615</u>
Corporations	11,050	30,450
Foundations	90,218	29,897
Individuals	5,657	7,439
Other	<u>6,422</u>	<u>-0-</u>
	<u>\$180,950</u>	<u>\$135,401</u>

<u>Expenses</u>	1980 Budget (Projected)	CPYR (12/1/79-11/30/80)	LRC/CPYR
Attorney (3.5)	89,669.00	20,500.00 (1.5)	110,169.00 (5)
Community Workers (4)	65,604.00	19,750.00 (1.5)	85,354.00 (5.5)
Law Interns (2)	10,000.00	1,000.00 bookkeeper	10,000.00
Secretary	12,500.00	-----	12,500.00
Receptionist	8,840.00	-----	8,840.00
Janitor	2,700.00	-----	2,700.00
Administrator	18,500.00	-----	18,500.00
Total	207,813.00	41,250.00	Bookkeeper 1,000.00 249,063.00
Health	3,368.00	1,100.00	4,468.00
F.I.C.A.	8,510.00	2,467.00	10,977.00
U.C.	1,643.00	400.00	2,043.00
Worker Compensation	4,283.00	-----	4,283.00
Travel	12,220.00	2,000.00	14,220.00
Total	237,837.00	47,217.00	285,054.00
Office	8,200.00	-----	8,200.00
Phone	6,831.00	-----	6,831.00
Answering Service	1,073.00	-----	1,073.00
Postage	639.00	-----	639.00
Rent	8,525.00	-----	8,525.00
Water	177.00	-----	177.00
Miscellaneous	8,174.00	300.00	8,474.00
Total	271,456.00	47,517.00	318,973.00

INCOME

Law Firms	65,000.00
Foundation/Corp.	106,000.00*
United Way	20,000.00
Hennepin County	55,000.00
State of Minnesota	55,000.00
L.E.A.A.	47,517.00
Total	348,517.00

*25,000 is cash flow account which must be repaid by 12-31-80

ACTUAL CASH CARRYOVER IS \$4,544.00

<u>EXPENSES</u>	<u>1979 Budget</u>	<u>LRC 1/1/79-8/31/79</u>	<u>CPYR Budget</u>	<u>Spent 1/1/79-7/31/79</u>
Attorney	91,968.00	65,904.00	19,500.00	13,182.35
Community Worker	67,286.00	42,525.00	Book- 20,000.00	6,802.75
Law Clerk	5,000.00	6,683.00	Keeper -1,000.00	846.00
Secretary	10,958.00	7,839.00	40,500.00	166.00
Receptionist	7,556.00	5,433.00		125.00
Janitor	2,568.00	1,922.00		-----
Administrator	17,815.00	13,745.00		-----
Total	203,151.00	144,051.00		21,122.10

Health	3,368.00	3,152.00	700.00	339.43
F.I.C.A.	11,076.00	5,785.00	3,466.00	1,654.64
U.C.	1,643.00	2,459.00	284.00	284.00
Worker Compensation	4,283.00	-----	-----	-----
Travel	12,220.00	8,568.00	5,000.00	2,576.77
Total	235,741.00	164,015.00	9,450.00	4,854.84

Office	13,441.00	11,516.00	-----	-----
Phone	6,831.00	4,475.00	-----	-----
Answering Service	1,073.00	820.00	-----	-----
Postage	639.00	364.00	-----	-----
Rent	8,525.00	6,390.00	-----	-----
Water	177.00	-----	-----	-----
Miscellaneous	8,174.00	5,630.00	1,050.00	70.25
Total	274,601.00	29,195.00	51,000.00	26,047.19
		193,210.00		

INCOME

Law Firms	70,000.00	43,061.00	
Miscellaneous Bar	6,000.00	4,722.00	
Foundation	75,000.00	84,350.00	
State	65,000.00	55,000.00	Received for Reimbursement
County	50,000.00	30,000.00	10/9/78 - 6/30/79
Miscellaneous	2,000.00	3,265.00	\$27,189.67
Cash Carryover	1,947.00	5,129.00	
Total	269,947.00	225,527.00	

Projection to be spent by 12/31/79 -- \$254,146.00

[illegible]

REQUEST FOR NEW AGENCY FUNDING OF PROGRAM SERVICE(S)

(This section of the application should be completed for each program service request.)

AGENCY: Legal Rights Center, Inc.

TITLE OF SERVICE: Family and individual counselling

TITLE OF POSITION: Chicano-Latino Community Worker

PERSON TO CONTACT REGARDING PROPOSAL: Joanne R. Levin 871-4886
(name) (phone)

I. SUMMARY OF PROPOSAL (No more than two typewritten pages)

The Legal Rights Center seeks affiliation with United Way of Minneapolis Area in order to fund a bilingual-bicultural community worker to extend the Center's services to the Chicano-Latino community of Hennepin County.

As indicated earlier, the Center is a non-profit corporation which has offered coordinated social services and criminal defense to Black and Indian people of Hennepin County for the last nine years.

For many minority persons, contact with the criminal justice system is a frightening and confusing encounter with an alien institution. The problem arises in large measure because of the absence of people from their racial and cultural backgrounds in the court system and in social service agencies.

Because the Center employs community workers and attorneys who come from the same racial and cultural backgrounds as its clients, the Center is able to overcome their confusion and fear. For the same reason, its community workers are more likely to be successful counselling with the clients or referring them to social service agencies which are responsive to the needs of minority people.

The need for the Center's program and its success achieving its goals is corroborated by the financial support the Center receives from major foundations and corporations and from the legal community of Minneapolis. In addition, the Center has demonstrated the need for its program to state and local government and receives funding from both. Finally, the Center has the unanimous endorsement of the judges of Hennepin County.

The Center now seeks United Way affiliation in order to establish a Chicano community worker program so that it can extend the same services to the Chicano-Latino community of Hennepin County. Cost of this program is projected at \$21,000 per annum. Based on the case loads of its present community workers, the Center anticipates that the Chicano community worker will serve approximately 125-150 clients.

II. ADMINISTRATIVE AND PROGRAM CAPABILITY STATEMENT

The Center is administratively and programatically capable of handling this program.

The proposed program for the Chicano community will be patterned after the Centers successful programs in the Black and Indian communities which have been in operation for the last nine years.

The high level of financial support the Center has received from corporations, foundations and the legal community demonstrates that the Center is accomplishing its purposes. Centro Cultural Chicano, Migrants In Action, CASA, and Center for Spanish Speaking Seniors all endorse this proposal.

III. NATURE OF PROBLEM

Although it is often overlooked, Chicanos are the largest ethnic minority in Minnesota. Approximately 40,000 Spanish surnamed or Spanish heritage individuals were identified in the 1970 census. About 70% of the State's Chicanos live in the Twin Cities Metropolitan Area. The Chicano community in St. Paul is more readily visible, because it has tended to be concentrated in one geographic location and has been present longer. The Minneapolis community, although comparatively large, is less visible because it is more widely dispersed. In addition to Chicanos, there are other Latinos in Hennepin County, principally Puerto Ricans and Cubans. Many of the Chicanos who live in Hennepin County originally live in rural areas of the Southwest, particularly Texas. Many of them originally came to Minnesota as migrant farmworkers and subsequently settled out of the migrant stream. The difficulties of relocating to in a northern, industrial city are aggravated by differences in language and culture. (Many of the older Chicano-Latino people speak little or no English and even some of the young people are more comfortable speaking Spanish). Inevitably, some members of the Chicano Latino system have become involved in the criminal justice system.

The specific purpose of this application for affiliation in United Way is to obtain funding for a bilingual-bicultural community worker to enable the Center to serve the emerging Chicano-Latino community of Hennepin County and to meet the special needs of the community.

III. NATURE OF PROBLEM (continued)

IV. STAGE OF DEVELOPMENT: of the program to resolve the problem(s)

A. Agencies: Public, proprietary and voluntary agencies providing the service.

The Center does not duplicate the program or methods of any other organization. The Public Defender lacks community workers and is a government agency rather than being community controlled. Legal Advice Clinics, Ltd. and Legal Aid handle civil matters and lack community workers and the capacity to offer individual and family counselling.

B. Utilization: the accessibility and availability of the services of the Applicant Agency.

The Center is located at 808 East Franklin, Minneapolis, in a low income area with many minority residents. Its present community workers live in Black and Indian neighborhoods and their homes are open to their neighbors and others in need. In addition, the Center has a 24 hour answering service and the community workers are on 24 hour call.

IV. STAGE OF DEVELOPMENT: (continued)

C. Unmet Needs: geographic or other areas of need not presently met.

The Mayor's Commission on Hispanics recently reported that no bilingual-bicultural staffperson is employed in the criminal justice system of Hennepin County.

No United Way or other agency meets the needs of the Chicano-Latino community addressed by this proposal. The Center itself is unable to presently meet these needs as it lacks a bilingual-bicultural community worker.

We believe that the Center's program, which has been successful with its Black and Indian clients, can be equally successful with Chicano clients through the addition of such a community worker.

V. PROGRAM DESIGN

A. OBJECTIVES:

- (1) To provide family and individual counselling and other comprehensive social services to the Chicano-Latino community of Hennepin County.
- (2) To explain the operation of the criminal justice system to members of this community who are accused of crimes and to assist them at all stages of the trial.
- (3) To identify and work for improvement of the criminal law and the law enforcement, judicial and corrections systems which impact of the Chicano-Latino community.
- (4) To conduct publicity and in person contacts to insure that the Center's services are fully utilized by this community and to educate the community to availability of resources.

V. PROGRAM DESIGN (continued)B. ACTIVITIES:

- (1) Meet with client and family, obtain social history, determine problems contributing to client's involvement in criminal justice system, formulate program to deal with problems, counsel with client and family; identify social agencies skilled in serving minority clients, refer clients to social agencies where appropriate; follow up on client's progress.
- (2) Explain substantive law and criminal procedure to client and family; investigate alleged offense, assist client to evaluate plea of guilty, request for diversion or standing trial; assist client in plea negotiations, empanelling jury and deciding trial strategy; assist with pre-sentence investigation and disposition.
- (3) Gather data regarding problems of Chicanos with law enforcement, court and corrections personnel, sensitizing the personnel to the problems, assist other Chicano community groups in seeking solutions to the problems, appearing before community and government organizations regarding same.
- (4) Publicize Center with leaders of Chicano community and at Churches, community centers, schools and on the street; translate informational materials into Spanish and distributing them; prepare news releases and other materials for Spanish and English language media.

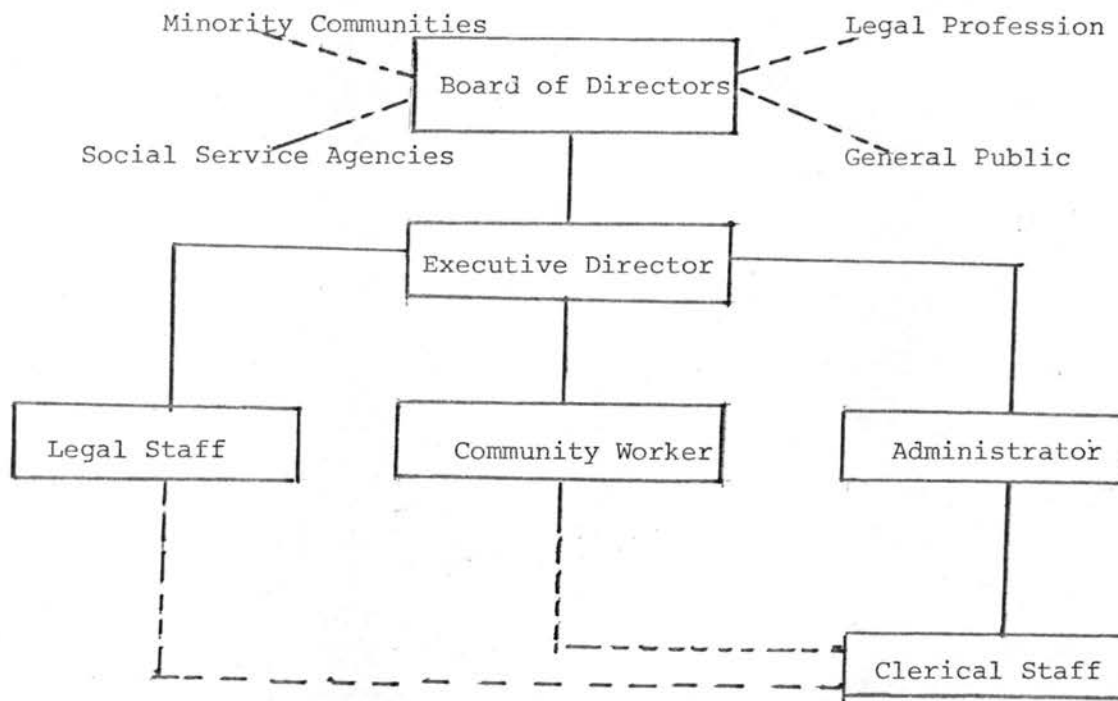
VI. EVALUATION COMPONENT: (Describe mechanisms for evaluating program.)

Elsewhere in this application, the Center has estimated that it will serve approximately 125-150 clients in the first year of operation of the Chicano community worker program. Quantitative evaluation will be accomplished by comparing the actual number of clients served each month with the projected 10-12 which is the Center's goal.

Quantitative evaluation will be accomplished through questioning Chicano clients as to their satisfaction with the Center's services and through informal feedback which the Center obtains from the community, from social service agencies, the courts, the police and from its financial supporters.

- VII. STAFFING PATTERNS: (i.e., job duties, responsibilities, skills of personnel assigned.) (Attach an organization chart illustrating where the new position(s) fit in the agency.)

The role of the Community Workers has previously been submitted. The functions will be similar.



VIII. FUNDING RESPONSIBILITY:

- A. Financial Patterns: current and anticipated program service expenditures by the Applicant Agency.

At the present time, the Center has not made a financial commitment to expend funds for the Chicano community worker program during grant year one or subsequent periods.

The anticipated program service expenditure will be \$21,000 if the program is funded.

- B. Public-Voluntary Relationships: current and anticipated sources of funds for the service provided by the Applicant Agency.

At present, the Center has no source of funds for the Chicano community worker program during grant year one or subsequent periods.

The Center anticipates that United Way will be the source of funds to operate the program.

VIII. FUNDING RESPONSIBILITY: (continued)

- C. United Way Role: for whom and under what conditions should United Way allocations be used to support the service provided by the Applicant Agency.

Legal Rights Center, Inc., requests a United Way allocation specifically earmarked to support the proposed bilingual-bi-cultural community worker program for one year in the amount of \$21,000. This represents annual salary of \$17,550, together with an \$1,800. mileage and expense allowance and \$1,650. for fringes.

- D. Non-United Way Resources: If this program is currently funded by non-United Way resources please attach a breakdown of current budget.

The Chicano-Latino community worker proposal is not currently funded by any other resource nor is any alternate funding request pending.

IX. ANTICIPATED EXPENSE AND INCOME	First Year	Second Year	Third Year
	1980	1981	1982
EXPENSE			
Salaries	\$ 17,550	\$ 18,778	\$ 20,092
*All other	\$ 3,450	\$ 3,500	\$ 3,600
TOTAL COSTS OF PROPOSAL	\$ 21,000	\$ 22,278	\$ 23,692
**INCOME TO BE PRODUCED BY PROPOSAL	Legal Rights Center does not charge fee for service from its clients as they are indigent.		
TOTAL REQUESTED FROM THE UNITED WAY . .	\$ 21,000	\$ 22,278	\$ 23,692

- * Please briefly describe the expenditures listed under "All other."
 ** Please briefly describe your agency fee for service policies and practices.

X. NATURE OF THE REQUEST:

Is this request for funding:

A. A new program for the agency? No

B. An expansion of an existing program? Yes

C. A replacement of funds for an existing program? No

D. Other: _____

	JAN ACT	FEB EST Act.	MARCH EST	APRIL EST	MAY EST	JUNE EST	JULY EST	AUG EST	SEPT EST	OCT EST	NOV EST	DEC EST	
PERSONNEL:													
Attorneys	6985	10397	7448	7448	7448	7448	7448	11173	7448	7448	7448	7452	
Comm. Workers	5059	7249	5763	5763	5763	5763	5763	8644	5763	5763	5763	5758	
Administrator	2593	3020	1537	1537	1537	1537	1537	2305	1537	1537	1537	1537	
Secretary	975	1490	908	908	908	908	908	1362	908	908	908	905	
Receptionist	589	881	734	734	734	734	734	1101	734	734	734	737	
Auditor	209	320	213	213	213	213	213	319	213	213	213	210	
Law Clerks	528	1191	591	591	591	891	2000	2000	2000	2035	2035	2035	
TOTAL SALARIES	16938	24548	17194	17194	17194	17494	18603	26904	18603	18638	18638	18634	
Health Benefits	254	-0-	562	281	281	281	281	281	281	281	281	281	
Social Security	848	1245	814	814	841	814	814	814	814	814	814	815	
Unemp. Comp.	439		411			411			411			411	
Workers Comp.							1094						
Travel	840	1616	1018	1018	1018	1018	1018	1018	1018	1018	1018	1018	
TOTAL PERSONNEL	19419	27409	19999	19307	19307	20018	21810	29017	21127	20751	20751	21158	
OVERHEAD:													
Supplies and Ser.	513	247	871	559	559	559	559	559	559	559	559	559	
Telephone	601	-0-	1253	569	569	569	569	569	569	569	569	569	
Power Ser.	89	-0-	218	89	89	89	89	89	89	89	89	89	
Garage	60	45	53	53	53	53	53	53	53	53	53	53	
Light	1020	-0-	1530	710	710	710	710	710	710	710	710	710	
Insurance	115					1113		115					
Post	119	-0-	529	240	240	240	240	240	240	240	240	240	
Rep.	1604	972	731	581	581	581	581	581	581	581	581	581	
TOTAL OVERHEAD	4121	1264	5184	2801	2801	3914	2801	2916	2801	2801	2801	2801	
TOTAL EXPENSES	23540	28673	25184	22108	22108	23932	24611	31933	23928	23552	23552	23959	
INCOME													
Law Firms	12425	3500	20500	150	1500	13000	1600	5500	200	1400	200	9500	
Ind. Bar													
Ind./Found.	3625	200	11600	8075	15000	5000	7300		33500	4800	1000	3000	
State of Minn.							55000						
Winthrop County		20000			10000	5000					20000		
Ind.	9000	14044		3250	12000		5000	10000		5000	10000		
TOTAL INCOME	25050	37744	32100	11475	38500	23000	68900	15500	33700	11200	31200	12500	
NET CARRYOVER	4299	13370	20286	7188	23580	22648	66937	50504	60276	47924	55572	44113	

Foundation/Corporation Contributors during February 1980:

American Linen Supply Co.	\$200.00
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Bar Contributions during February 1980:

Gray, Plant, Mooty, Bennet, & Mooty	1000.00
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Maslon, Kaplan, Edelman, Borman, Brand, & McNutty	2500.00
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Additional Support during February 1980:

Hennipen County	20000.00
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United Way	3500.00
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CPYR	10554.00
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Foundation/Corporation Contributors thru January 1980:

United Methodist Church - Commission on Race & Religion	\$1,875.00
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Bar Contributions thru January 1980:

Dorsey, Windhorst, Hannaford, Whitney & Halladay	11,900.00
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Fredrickson, Bryon, Colborn, Bisbee & Hansen	500.00
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Additional Support thru January 1980:

United Way	1,750.00
Northwestern Bell	Used office furniture

LEGAL RIGHTS CENTER

CASH RECEIPTS---March 1980

LAW FIRMS:

Leodard, Strut and Deinard	6000
Lindquist and Vennum	4500
O'Connor and Hannon	<u>4800</u>
	15300

FIRMS/FOUNDATIONS

Medtronic Foundation	3000
Minneapolis Foundation	3000
NSP	<u>1000</u>
	7000

ADDITIONAL SOURCES OF SUPPORT

CPYR Reimbursement	7044
State of Minnesota	<u>117</u>
	7161

TOTAL CASH RECEIPTS	29461
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	JAN ACT	FEB EST Act.	MARCH EST ACT	APRIL EST	MAY EST	JUNE EST	JULY EST	AUG EST	SEPT EST	OCT EST	NOV EST	DEC EST
PERSONNEL:												
Attorneys	6985	10397	7291	7448	7448	7448	7448	11173	7448	7448	7448	7452
Comm. Workers	5059	7249	5401	5763	5763	5763	5763	8644	5763	5763	5763	5758
Administrator	2593	3020	1491	1537	1537	1537	1537	2305	1537	1537	1537	1537
Secretary	975	1490	1192	908	908	908	908	1362	908	908	908	905
Commissioner	509	881	786	734	734	734	734	1101	734	734	734	737
Director	209	320	213	213	213	213	213	319	213	213	213	210
Law Clerks	520	1191	372	591	591	891	2000	2000	2000	2035	2035	2035
TOTAL SALARIES	16938	24548	16746	17194	17194	17494	18603	26904	18603	18638	18638	18634
Health Benefits	254	-0-	683	281	281	281	281	281	281	281	281	281
Ret. Security	848	1245	848	814	814	814	814	814	814	814	814	815
Temp. Comp.	439			411		411			411			411
Workers Comp.												
Travel	840	1616	1457	1018	1018	1018	1094					
TOTAL PERSONNEL	19419	27409	19734	19748	19307	20018	21810	29017	21127	20751	20751	21158
OVERHEAD:												
Supplies and Ser.	513	247	1523	559	559	559	559	559	559	559	559	559
Telephone	601	-0-	1874	569	569	569	569	569	569	569	569	569
Power Ser.	89	-0-	307	89	89	89	89	89	89	89	89	89
Postage	60	45	45	53	53	53	53	53	53	53	53	53
Rent	1020	-0-	1530	710	710	710	710	710	710	710	710	710
Insurance	115		263			1113		115				
Box	119	-0-	833	240	240	240	240	240	240	240	240	240
Inc.	1604	972	779	581	581	581	581	581	581	581	581	581
TOTAL OVERHEAD	4121	1264	7154	2801	2801	3914	2801	2916	2801	2801	2801	2801
TOTAL EXPENSES	23540	28673	26888	22519	22108	23932	24611	31933	23928	23552	23552	23959
INCOME												
Law Firms	12425	3500	15300	150	1500	13000	1600	5500	200	1400	200	9500
Inc. Bar												
Min. / Pound.	3625	200	7000	8075	15000	5000	7300		33500	4800	1000	3000
State of Minn.			117				55000					
Winthrop County		20000			10000	5000						
Inc.	9000	14044	7044	3250	12000		5000	10000		5000	10000	
TOTAL INCOME	25050	37744	29461	11475	38500	23000	68900	15500	33700	11200	31200	12500
CASH CARRYOVER	4299	13370	15943	4899	23580	22648	66937	50504	60276	47924	55572	44117

[illegible]

<u>Expenses</u>	<u>1980 Budget</u>
Attorneys (4)	96,830.00
Community Workers (4.5)	74,913.00
Law Clerks	15,360.00
Secretary	11,801.00
Receptionist	9,545.00
Janitor	2,765.00
Administrator	19,980.00
Total	<u>231,194.00</u>

Health	3,368.00
F.I.C.A.	9,772.00
U.C.	1,643.00
Worker Compensation	1,094.00
Travel	12,220.00
Total	<u>259,291.00</u>

Office	6,707.00
Phone	6,831.00
Answering Service	1,073.00
Postage	639.00
Rent	8,525.00
Water	177.00
Xerox	2,874.00
Miscellaneous	6,975.00
Total	<u>293,092.00</u>

INCOME

Law Firms	70,000.00
Foundation/Corporation	95,000.00
United Way	21,000.00
Hennepin County	55,000.00
State of Minnesota	55,000.00
Cash carryover 12/31/79	3,000.00
Total	<u>299,000.00</u>

Office -	
Staff Meeting including lunches	779.17

Miscellaneous -	
1) Malpractice Insurance	1,500.00
2) Yearly audit	1,500.00

LEGAL RIGHTS CENTER, INC.
1980 Funding Proposal

Introduction

The Legal Rights Center is one of the most important resources available to poor or minority people involved in the criminal justice system in the Minneapolis metropolitan area. The Center seeks your support so it can continue to provide skilled legal representation and coordinated social service to its clients.

Background

In the wake of the civil disturbances that swept the country in the late 1960's, leaders of the Black and Indian communities of Minneapolis were concerned whether existing criminal defense programs were adequately serving the needs of minority people. These community leaders became convinced that it was necessary to establish a new agency. They hoped to found an organization which would be sensitive to the values and feelings of minority people, as well as providing the needed legal services. Their efforts resulted in the establishment of the Legal Rights Center in 1970.

Uniqueness

Minority clients confronted by the criminal justice system often have feelings of helplessness and suspicion. In order to help deal with these feelings, the Center employs community workers who come from the same ethnic and cultural backgrounds as the Center's clients. No other organization providing criminal defense services employs community workers.

Because they come from the same backgrounds as the clients, the Center's community workers are able to explain the operation of the criminal justice system in terms the clients understand. Further, the community workers are able to assist the client at every stage of the criminal justice process. Because they have established their own credibility with the courts and the police, they are often able to arrange court appearances or release without bail so that a sudden arrest does not wreak havoc on a client's family or job.

The community workers also strengthen the client's confidence in the integrity of the judicial system. They help the client and attorney select a jury which the client will accept as fair. By helping the client articulate his feelings about trial strategy, they encourage his intelligent participation in the trial. Because of their rapport, they can often recognize factors which have caused or contributed to the clients involvement in the criminal justice process. Finally, they can offer constructive alternatives at the dispositional stage of trial and can bring the clients into contact with social service agencies which are successful working with poor and minority people.

Staff and Board

In order to effectively serve its clients, the Center aggressively recruits staff from the poor and minority communities. At present, two of the Center's five attorneys are Black, two community workers are Black, three are Indian and two are Chicano. The Center has always served as a training ground in criminal law for law students. At present, there is one Black and one Chicano law student.

As required by its Articles of Incorporation, a majority of the Center's Board of Directors are from the ethnic and racial communities served by the Center. The current members of the Board are listed in an attachment to this proposal.

Caseload

The Center handled 550 cases in 1979. About thirty percent of the cases were felonies, fifty percent were misdemeanors and twenty percent were juvenile matters. Approximately, ninety percent of the Center's clients were minority people. There was a clearly defined increase in the number of new cases month by month. The increase in juvenile cases was particularly marked.

Chicano-Latino Program

The Center has greatly expanded its services to the Chicano-Latin community. This community is now the largest racial/ethnic minority in Minnesota. Many Chicano people came to Minnesota from the rural Southwest as migrant farmworkers. Over time, they settled out of the migrant stream. In the process of adapting to urban life, a small number of Chicano people, principally youngsters, have become involved in brushes with the law. The Center has employed a bilingual-bicultural community worker in order to maximize its effectiveness.

Juvenile Program

The growth in the number of juveniles served by the Center in recent years, lead the Center to believe that a specific program ought to be developed to deal with young offenders. The Center took the lead in developing a grant proposal for a juvenile advocacy program. This proposal

was presented to the Minnesota Crime Control Planning Board. A coalition of the Center and four other legal service groups was awarded a major grant. Under the grant, the Center represents juveniles in delinquency and related matters and the other organizations represent them in civil matters. The grant covers the entire cost of the Center's juvenile program. Consequently, there has been no curtailment in services to adult clients.

Finance

In 1979, approximately 35 percent of the Center's support came from foundations and corporations, 25 percent from lawyers and law firms and 60 percent from contract for service payments from state and local government.

Among the major developments in the Centers financial picture are the following:

The Center has been awarded a three year Bush Foundation grant to encourage minority law students to practice in criminal law. The grant pays the salaries for part-time employment of two law students during their senior year in law school and for one year as a staff attorney following graduation.

The number of individual lawyers and small law firms contributing to the Center for the first time, or increasing their donation, rose to about one hundred and fifty individuals, an increase of fifty percent over the previous year.

The 1980 appropriation from Hennepin County was increased by ten percent over 1979. Funding for year two of the juvenile advocacy program was approved by the Crime Control Planning Board.

The Center was accepted into United Way of Greater Minneapolis. United Way's allocation to the Center pays the full cost of a bilingual-bicultural community worker who serves the Chicano-Latino community.

A detailed breakdown of the sources of the Center's financial support is attached.

Conclusion

Since its establishment in 1970, the Legal Rights Center fulfilled a unique role in serving poor and minority people in the Minneapolis area. During this period, the Center has developed new programs as needs became apparent. Further, the Center has continuously sought means to broaden its financial base.

The Center earnestly solicits your support.

1979 Expenditures & 1980 Budget
for Legal Rights Center, Inc.

<u>EXPENSES</u>	<u>1979</u> <u>Expenditures</u>	<u>1980</u> <u>Budget</u>
Attorneys (3.5)	85,450.00	96,830.00 (4)
Community Workers (3.5)	56,158.00	74,913.00 (5.5)
Law Clerks	8,304.00	15,360.00 (2)
Secretary	10,516.00	11,801.00
Receptionist	7,179.00	9,545.00
Janitor	2,413.00	2,765.00
Administrator	17,855.00	19,980.00
Total	187,875.00	231,194.00
Health	6,362.00	3,368.00
F.I.C.A.	7,504.00	9,772.00
U.C.	2,948.00	1,643.00
Worker Compensation	994.00	1,094.00
Travel	10,343.00	12,220.00
Total	216,026.00	259,291.00
Office	4,603.00	6,707.00
Phone	6,227.00	6,831.00
Answering Service	991.00	1,073.00
Postage	503.00	639.00
Rent	8,310.00	8,525.00
Water	-----	177.00
Xerox	2,286.00	2,874.00
Miscellaneous	8,136.00	6,975.00
Total	247,082.00	293,092.00
<u>INCOME</u>		
Law Firms	64,243.00	70,000.00
Miscellaneous Bar	6,770.00	5,000.00
Foundation/Corporation	90,850.00	95,000.00
United Way	-----	21,000.00
State of Minnesota	55,000.00	55,000.00
Hennepin County	50,000.00	55,000.00
Miscellaneous	4,165.00	-----
Cash Carryover	1,947.00 12/31/78	3,000.00 12/31/
Total	272,975.00	304,000.00

RECEIPTS, CORPORATIONS/FOUNDATIONS

	1975	1976	1977	1978	1979
American Linen Supply	150	150	150	150	150
Andreas Foundation (ADM)	5,000	5,000	10,000	5,000	5,000
Apache Foundation	-0-	-0-	600	-0-	-0-
Bemis Company	1,000	1,000	1,000	2,000	2,000
Bush Foundation	-0-	-0-	-0-	-0-	15,400
Cargill	3,000	3,000	3,000	3,000	3,000
Carolyn Foundation	-0-	-0-	-0-	3,000	-0-
Dayton-Hudson Foundation	-0-	2,000	4,700	3,000	14,000
Deluxe Check Printers	-0-	1,000	-0-	-0-	-0-
H.B. Fuller	-0-	1,000	2,000	2,000	2,000
Gabberts	-0-	-0-	-0-	200	100
General Mills Foundation	3,000	3,000	3,000	4,000	4,000
Graco	-0-	-0-	-0-	500	500
Hennepin County Bar Foundation	-0-	5,000	1,000	3,000	3,000
Hormel Company	100	-0-	-0-	-0-	-0-
Honeywell	-0-	-0-	-0-	2,000	2,500
Joint Urban Mission Project	-0-	900	150	-0-	-0-
Josten's	-0-	-0-	-0-	1,000	3,000
McKnight, Sumner T., Foundation	10,000	10,000	10,000	10,000	7,500
McKnight Foundation	50,000	50,000	50,000	25,000	-0-
Medtronic	-0-	-0-	1,000	1,250	2,500
Minneapolis Foundation	-0-	-0-	5,097	2,500	-0-
Minnesota Mining & Manufacturing (3M)	-0-	-0-	-0-	-0-	1,000
Minneapolis Star & Tribune	2,000	2,000	2,000	2,000	2,500
Minnesota State Bar Foundation	333	-0-	1,000	5,000	5,500
Northern States Power	-0-	500	500	500	1,000
Northrup King	500	-0-	-0-	-0-	-0-
Northwestern Bell Telephone Co.	-0-	400	500	500	500
Northwestern National Bank	-0-	-0-	1,000	1,000	1,000
Northwestern National Life	-0-	-0-	-0-	500	500
Pacific Foundation	1,000	-0-	1,000	1,000	1,000
Peavey Company	500	500	-0-	-0-	-0-
Phillips Foundation	500	500	1,000	1,000	1,000
Pillsbury Foundation	-0-	-0-	2,000	2,000	5,000
Piper, Jaffray, Hopwood	500	-0-	500	500	500
St. Luke Presbyterian Church	-0-	-0-	-0-	910	-0-
Sears, Roebuck	-0-	1,000	1,000	1,000	1,000
Skogmo Foundation	1,000	1,000	1,000	1,000	1,000
Super Valu	500	500	500	600	700
Twin City Federal	-0-	-0-	-0-	1,000	500
Walker, Archie & Bertha, Foundation	-0-	500	500	-0-	-0-
WCCO	1,000	1,000	1,000	1,000	1,000
Williams Steel & Hardware	-0-	-0-	15,000	-0-	-0-
	80,083	94,950	115,197	87,110	90,850

Receipts

1970	-	2,500
1971	-	1,516
1972	-	12,200
1973	-	22,120
1974	-	59,045

RECEIPTS, BAR

	1975	1976	1977	1978	1979
Barnett, Ratelle, Hennessy, Vander-					
vort & Stasel	-0-	-0-	-0-	500	500
Best & Flanagan	3,150	-0-	-0-	-0-	-0-
Carlson, Greiner & Law	-0-	-0-	-0-	-0-	250
Chesnut, Brooke & Burkard	-0-	150	50	-0-	-0-
Delaney, Thompson	-0-	-0-	-0-	300	400
DeParq, Anderson, Perl, Hunegs					
& Rudquist	-0-	400	500	-0-	400
Doherty, Rumble & Butler	1,000	-0-	1,000	2,000	1,000
Dorsey, Windhorst, Hannaford,					
Whitney & Halladay	20,000	20,000	12,000	11,500	11,900
Faegre & Benson	5,000	5,000	7,500	7,500	9,000
Fredrickson, Byron, Colborn,					
Bisbee & Hansen	2,000	2,000	2,000	2,300	1,100
Grossman, Karlins, Siegel & Brill	-0-	-0-	-0-	200	100
Henson & Efron	300	300	300	600	1,200
Holmes, Kircher & Graven	-0-	-0-	-0-	-0-	75
Hvass, Weisman & King	750	-0-	700	500	100
Johnson, Thompson, Klaverkamp & James	-0-	-0-	-0-	500	500
Lapp, Lazar (Individual)	-0-	150	100	30	160
Larkin, Hoffman et al	-0-	-0-	-0-	-0-	500
Lasley, Gaughan, Reid & Stich	-0-	-0-	-0-	100	-0-
Leonard, Street & Deinard	4,400	4,800	4,800	5,400	6,000
Lindquist & Vennum	9,000	9,000	9,000	9,000	9,600
Mackall, Grouse & Moore	1,125	800	675	1,000	1,000
Maslon, Kaplan, Edelman, Borman,					
Brand & McNulty	2,500	2,500	2,500	2,500	2,500
Moss, Flaherty, Clarkson & Fletcher (Ind.)	-0-	-0-	-0-	-0-	250
Mullin, Weinberg & Daly	800	800	700	1,000	1,000
O'Connor & Hannan	3,800	4,000	4,500	4,500	4,800
Oppenheimer, Wolff et al	1,000	1,575	1,750	1,775	2,000
Rider, Bennett (Ind.)	525	300	820	1,715	1,508
Robins, Davis, Lyons	8,000	6,825	7,175	7,700	8,400
Sachs, Latz & Kirshbaum	-0-	-0-	-0-	100	-0-
Schieffer & Carson	-0-	-0-	-0-	100	-0-
Schroeder, Siegfried, Ryan, Vidas					
& Steffy	-0-	-0-	-0-	100	-0-
Simon & Albrecht	100	-0-	-0-	-0-	-0-
Smith & Juster	-0-	-0-	1,000	600	-0-
Stacker & Ravich	-0-	-0-	-0-	200	-0-
Thomson, Lovett, Wahlfors & Moran	-0-	-0-	-0-	150	-0-
Misc. Contributions					
& Lawyers Fund Drive	-0-	-0-	4,262	4,850	6,770
	63,450	58,600	61,332	66,720	71,013

Receipts

1970	-	62,390
1971	-	90,957
1972	-	41,825
1973	-	44,680
1974	-	50,625

LEGAL RIGHTS CENTER, INC.
Board of Directors & Officers

EXECUTIVE DIRECTORS

PETER HEEGAARD
Northwestern Bank
7th & Marquette Avenue
Minneapolis, MN 55480
Telephone: (W) 372-8345
(H) 588-5134

SYL DAVIS
1211 Knox Avenue N.
Minneapolis, MN 55411
Telephone: 522-5469

LAW FIRM REPRESENTATIVES

DIRECTORS

NORMAN NEWHALL
Lindquist & Vennum
4200 IDS Center
Minneapolis, MN 55402
Telephone: (W) 371-3211
(H) 374-5407

KEVIN BURKE
400 Summit Bank Building
310 - 4th Avenue South
Minneapolis, MN 55415
Telephone: (W) 338-0800
(H) 922-6451

SIDNEY FEINBERG
33 South 5th Street
Minneapolis, MN 55402
Telephone: (W) 339-4911
(H) 922-3118

IRVING WEISER
First National Bank Building
Minneapolis, MN 55402
Telephone: (W) 340-2761

DAVID BENNETT
Gray, Plant, Mooty & Anderson
Suite 330-Roanoke Building
Minneapolis, MN 55402
Telephone: (W) 339-9501

BLACK COMMUNITY REPRESENTATIVES

IZEAR WATKINS
3505 Bryant Avenue South
Minneapolis, MN 55408
Telephone: 824-8301

HARRY MOSS
1913 Plymouth Avenue North
Minneapolis, MN 55411
Telephone: 521-3651

ED WEST
729 E. 16th Apt. 2
Minneapolis, MN
Telephone: (W) 425-3800 X-254
(H) 338-4208

EARL CRAIG
Urban Coalition
1009 Nicollet Mall Room 303
Minneapolis, MN 55402
Telephone: (W) 348-8550

NATIVE AMERICAN COMMUNITY REPRESENTATIVES

CLYDE BELLECOURT
Federation of Native Controlled
Survival Schools, Inc.
1209 4th Avenue S.E.
Minneapolis, MN 55414
Telephone: (W) 379-1550

VIKKI HOWARD
2414 Elliot Avenue South
Minneapolis, MN
OR: Federation of Survival School
Telephone: 379-1550

FRANCES FAIRBANKS
Native American Regional Center
1530 East Franklin Avenue
Minneapolis, MN 55404
OR: Job Developer - CETA Program
1501 East Franklin Avenue
Minneapolis, MN 55404
Telephone: 871-4555
348-5640

CHICANO-LATINO REPRESENTATIVES

JOSE GAITAN
Central Services for Spanish
Speaking Seniors
821 1/2 W. Broadway
Minneapolis, MN 55411
Telephone: 374-2996

IRENE BETHKE
4649 Decature Avenue N.
New Hope, MN 55428
Telephone: (W) 535-6171
(H) 537-0469

ALBERTO O. MIERA, JR.
1583 Hazelwood
St. Paul, MN 55106
Telephone: 774-5772
733-1696

FELINO DE LA PENA
2117 2nd Avenue South
Minneapolis, MN 55404
Telephone: 871-2078

ANTONIO ARELLANO
2111 Willow Avenue N.
Minneapolis, MN 55411
Telephone: 521-0286

ANITA LOPEZ
389 E. Burnard
West St. Paul, MN
Telephone: 455-1906
537-0469
297-0584

OTHER REPRESENTATIVES

DAVID NASBY
General Mills
9200 Wayzata Blvd.
Minneapolis, MN
Telephone: 540-4351

US Treasury Department

District Director
Internal Revenue Service

Date: December 28, 1972 In reply refer to: A-F 211:PMJ:ag

Legal Rights Center, Incorporated
810 East Franklin Avenue
Minneapolis, Minnesota 55404

Gentlemen:

In a letter dated October 28, 1970, your organization was granted exempt status under Section 501(c)(3) of the Internal Revenue Code. In that letter we made no determination as to your foundation status. Based on information available we have now classified your organization as one that is not a private foundation as defined in Section 509(a) of the Internal Revenue Code because you are an organization described in Code Section:

- ☒ Sec. 509(a)(1)
- ☐ Sec. 509(a)(2)
- ☐ Sec. 509(a)(3)
- ☐ Sec. 509(a)(4)

This classification is based on the assumption that your operations will continue as stated in your application. All changes in your purposes, character or method of operation must be reported to your District Director so he can consider their effect on your status..

Very truly yours,

R. C. Voskuil
R. C. Voskuil
~~INTERNAL SECURITY~~
District Director

Foundation/Corporation Contributors thru January 1980:

United Methodist Church - Commission on Race & Religion	\$1,875.00
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Bar Contributions thru January 1980:

Dorsey, Windhorst, Hannaford, Whitney & Halladay	11,900.00
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Fredrickson, Bryon, Colborn, Bisbee & Hansen	500.00
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Additional Support thru January 1980:

United Way	1,750.00
Northwestern Bell	Used office furniture

	JAN ACT	FEB EST 1980	MARCH EST	APRIL EST	MAY EST	JUNE EST	JULY EST	AUG EST	SEPT EST	OCT EST	NOV EST	DEC EST
PERSONNEL:												
Attorneys	6985	11173	7448	7448	7448	7448	7448	11173	7448	7448	7448	7452
Comm. Workers	5059	8664	5763	5763	5763	5763	5763	8644	5763	5763	5763	5758
Administrator	2593	2305	1537	1537	1537	1537	1537	2305	1537	1537	1537	1537
Secretary	975	1362	908	908	908	908	908	1362	908	908	908	905
Receptionist	589	1101	734	734	734	734	734	1101	734	734	734	737
Janitor	209	319	213	213	213	213	213	319	213	213	213	210
Law Clerks	528	591	591	591	591	891	2000	2000	2000	2035	2035	2035
TOTAL SALARIES	16938	25495	17194	17194	17194	17494	18603	26904	18603	18638	18638	18634
Health Benefits	254	281	281	281	281	281	281	281	281	281	281	281
Social Security	848	814	841	814	841	814	814	814	814	814	814	815
Unemp. Comp.	439		411			411			411			411
Workers Comp.							1094					
Travel	840	1018	1018	1018	1018	1018	1018	1018	1018	1018	1018	1018
TOTAL PERSONNEL	19419	27608	18212	19307	19307	20018	21810	29017	21127	20751	20751	21158
OVERHEAD:												
Supplies and Ser.	513	559	559	559	559	559	559	559	559	559	559	559
Telephone	601	569	569	569	569	569	569	569	569	569	569	569
Answer Ser.	89	89	89	89	89	89	89	89	89	89	89	89
Postage	60	53	53	53	53	53	53	53	53	53	53	53
Rent	1020	710	710	710	710	710	710	710	710	710	710	710
Insurance	115					1113		115				
Xerox	119	240	240	240	240	240	240	240	240	240	240	240
Misc.	1604	581	581	581	581	581	581	581	581	581	581	581
TOTAL OVERHEAD	4121	2801	2801	2801	2801	3914	2801	2916	2801	2801	2801	2801
TOTAL EXPENSES	23540	30409	22519	22108	22108	23932	24611	31933	23928	23552	23552	23959
INCOME												
Law Firms	12425	19600	100	150	1500	13000	1600	5500	200	1400	200	9500
Misc. Bar												
Corp./Found.	3625	3150	11600	8075	15000	5000	7300		33500	4800	1000	3000
State of Minn.							55000					
Hennipen County			20000		10000	5000					20000	
Misc.	9000	12000		3250	12000		5000	10000		5000	10000	
TOTAL INCOME	25050	34750	31700	11475	38500	23000	68900	15500	33700	11200	31200	12500
CASH CARRYOVER	4299	8640	17821	7188	23580	22648	66937	50504	60276	47924	55572	44113

MONTHLY REVENUE AND EXPENSE REPORT
LEGAL RIGHTS CENTER, INC.
FOR 1980

	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
<u>INCOME</u>												
Carryover from previous month	2,000	26,166	4,631	12,697	3,413	9,349	11,915	3,381	33,996	47,362	33,228	32,794
Foundational Corporations	25,000	8,150	8,600	6,200	15,000	5,000	5,500	-----	33,000	500	-----	-----
United Way	5,000	-----	-----	5,000	-----	-----	5,000	-----	-----	5,000	-----	-----
Law Firms	14,800	4,800	100	150	1,570	13,200	1,600	5,100	1,000	1,000	200	19,500
Hennepin County	-----	-----	20,000	-----	10,000	5,000	-----	-----	-----	-----	20,000	-----
State of Minnesota	-----	-----	-----	-----	-----	-----	-----	55,000	-----	-----	-----	-----
TOTAL INCOME	46,800	34,116	33,331	24,047	29,983	32,549	24,015	63,481	67,996	53,862	53,428	52,294
<u>EXPENSE</u>												
Personnel	17,702	26,553	17,702	17,702	17,702	17,702	17,702	26,553	17,702	17,702	17,702	17,702
Overhead	2,932	2,932	2,932	2,932	2,932	2,932	2,932	2,932	2,932	2,932	2,932	2,932
TOTAL EXPENSE	20,634	29,485	20,634	20,634	20,634	20,634	20,634	29,485	20,634	20,634	20,634	20,634
BALANCE	26,166	4,631	12,697	3,413	9,349	11,915	3,381	33,996	47,362	33,228	32,794	31,660

* \$25,000 must appear on the books as repayment of McKnight Foundation cash flow contribution.
(PLEASE REFER TO BACK OF THIS PAGE FOR 1980 BUDGET)

Legal Rights Center, Inc.
Monthly Statement of Cash Receipts and Disbursements

	Jan. Act	Feb. Act	Mar. Est	Apr. Est	May Est	June Est	July Est	Aug. Est	Sept. Est	Oct. Est	Nov. Est	Dec. Est	Total
RECEIPTS													
Law Firms		11,000	8,500	2,000	2,000	3,500	500	4,200	13,900	3,200	1,500	21,200	71,500
Corporations/Foundation			7,000	7,500	10,500	15,425	10,000	15,400		4,375	20,000	4,875	97,000
United Way	1,903	3,806		7,803			7,803			7,803			29,118
Winnebago County					5,000	10,000					20,000		60,000
State of Minnesota			25,000				65,000						65,000
Disbursements CPYR	12,000	17,253		6,000				18,000			18,000		72,000
Savings Transfer Credit Transfer		10,000			10,000								
Miscellaneous	88	50					5,000						5,138
TOTAL CASH RECEIPTS	13,991	42,109	37,000	17,353	27,500	28,925	88,303	37,600	13,900	14,825	64,375	20,075	399,756
DISBURSEMENTS													
Salaries	23,379	22,100	21,777	21,777	23,102	23,842	41,675	24,342	24,342	23,302	23,302	32,799	305,739
General & Admin. Expenses	3,173	6,003	5,845	8,403	5,741	5,790	10,027	5,874	5,774	6,604	5,730	6,223	75,687
Accounts Payable (Xerox)	67	67	67	67	67	67	67	67	67	67	67	67	804
Equipment Additions													
Savings Transfer Credit Transfer			10,000			3,000	7,000						
TOTAL CASH DISBURSEMENTS	27,119	28,170	37,689	30,247	28,910	32,699	58,769	30,283	30,183	29,973	29,099	39,089	382,230
NET OF CASH RECEIPTS													
DISBURSEMENTS	(13,128)	13,939	(689)	(12,894)	(1,410)	(3,774)	29,534	7,317	(16,283)	(15,148)	35,276	(13,014)	17,526
ON HAND (BEGINNING)	2,991	(10,137)	3,802	3,113	(9,781)	(11,191)	(14,965)	14,569	21,886	5,603	(9,545)	25,731	2,991
ON HAND (END)	(10,137)	3,802	3,113	(9,781)	(11,191)	(14,965)	14,569	21,886	5,603	9,545	25,731	12,717	20,517

SCHEDULE OF SALARIES AND GENERAL & ADMINISTRATIVE EXPENSES

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept	Oct.	Nov.	Dec.	Total
SALARIES													
Attorneys	10065	9493	9175	9175	10500	10500	15746	10500	10500	10500	10500	14700	131354
Comm. Workers	7448	7028	7023	7023	7023	7023	15801	7023	7023	7023	7023	9832	96293
Administrator	2953	2688	2688	2688	2688	2688	4031	2688	2688	2688	2688	3763	34939
Secretary	994	994	994	994	994	994	1491	994	994	994	994	1490	12921
Receptionist	724	724	724	724	724	724	1086	724	724	724	724	1014	9340
Law Clerks	960	960	960	960	960	1500	3000	2000	2000	960	960	1500	16720
Bookkeeper						200	200	200	200	200	200	200	1400
Janitor	235	213	213	213	213	213	320	213	213	213	213	300	2772
	23379	22100	21777	21777	23102	23842	41675	24342	24342	23302	23302	32799	305739
TOTAL SALARIES													
GENERAL AND ADMINISTRATIVE EXP.													
Bank Charges	119	100	100	100	100	100			50	50	50	100	869
Casual Labor			100	100	100	100	100	100	100	100	100	100	1000
Health Benefits	150		350	250	250	250	250	250	250	250	250	250	2750
Insurance Exp.	120	1580						150					
Interest Expense	52		104	52	52	52	52	52	52	52	52	120	1970
Legal Education			50	50	50	50	50	50	50	50	50	50	624
Library Expense	20		100	100	100	100	100	100	100	100	100	100	500
Litigation Exp.	30		100	100	100	100	100	100	100	100	100	100	1020
Office Supplies	144	84	500	500	500	500	500	500	500	500	500	500	1030
Postage	45		100	60	60	60	60	60	60	60	60	60	5228
Promotion													685
Rent	56	1132	566	566	566	566	566	566	566	566	566	566	6848
Repair & Maint.													
Salary Advances											200		200
Social Security	1463	1371	1350	1350	1438	1487	2624	1521	1521	1451	1277	1800	18653
Staff Luncheons	128	130	100	100	100	100	100	100	100	100	100	100	1258
Telephone	545	484	675	675	675	675	675	675	675	675	675	675	7779
Travel	271	1107	1600	1600	1600	1600	1600	1600	1600	1600	1600	1600	17378
Unemploy. Comp.							1600						
Workers Comp.							1600						
Misc.		15	50	50	50	50	50	50	50	50	50	50	515
TOTAL GENERAL & ADMIN. EXP.	3673	6003	5845	8403	5741	5790	10027	5874	5774	6604	5730	6223	75687

Legal Rights Center, Inc.
Monthly Statement of Cash Receipts and Disbursements

	Jan. Act	Feb. Act	Mar. Act	Apr. Act	May Est	June Est	July Est	Aug. Est	Sept. Est	Oct. Est	Nov. Est	Dec. Est	Total
CASH RECEIPTS													
Law Firms		11,000	5100	187	7000	3500	500	4,200	13,900	3,200	1500	21,600	71,687
Corporations/Foundations			7250	7250	10,750	15,425	10,000	15,400		4,375	20,000	6,550	97,000
United Way	1903	3806	1903	5710			7897			7898			29117
Connepin County			25,000		5,000	10,000					20,000		60,000
State of Minnesota							65000						65,000
Disbursements CPYR	12000	17,253	1,400		6000			18,000			18,747		73,400
Savings Transfer													
Miscellaneous	88	50		16			5000						5,154
Credit Transfer		10,000		6000	4000								20,000
CPYR Credit				5000									5,000
TOTAL CASH RECEIPTS	13,991	42,109	40,653	24,163	32,750	28,925	88,397	37,600	13,900	15,473	60,247	28,150	426,358
CASH DISBURSEMENTS													
Salaries	23,379	22,100	20,609	20,445	19,680	21,942	32,813	21,942	21,942	21,942	21,942	31,778	280,514
General & Admin. Expenses	3,143	6,003	8,900	5,938	5,999	6,109	10,083	6,109	6,009	5,909	6,059	5,295	75,556
Due Payable (Xerox)	67	67	67	67	67	67	67	67	67	67	67	67	804
Equipment Additions													
Savings Transfer													
Credit Transfer			10,000		6000	4000							20,000
CPYR Transfer					5000								5,000
TOTAL CASH DISBURSEMENTS	26,589	28,170	39,576	26,450	36,746	32,118	42,963	28,118	28,018	27,918	28,068	37,140	381,874
LESS OF CASH RECEIPTS	(12,598)	13,939	1077	(2287)	(3996)	(3193)	45,434	9,482	(14,118)	(12,445)	32,179	(8,990)	44,484
CASH ON HAND (BEGINNING)	2,991	(9,607)	4332	5409	3122	(874)	(8067)	41,367	50,849	36,731	24,286	56,465	2,991
CASH ON HAND (END)	(9,607)	4332	5409	3122	(874)	(4067)	41,367	50,849	36,731	24,286	56,465	47,475	47,475

SCHEDULE OF SALARIES AND GENERAL & ADMINISTRATIVE EXPENSES

	Jan. Act	Feb. Act	Mar. Act	Apr. Act	May Est	June Est	July Est	Aug. Est	Sept Est	Oct. Est	Nov. Est	Dec. Est	Total
SALARIES													
Attorneys	10065	9493	7771	8293	7531	8955	13432	8955	8955	8955	8955	12985	114345
Comm. Workers	7448	7028	7259	6367	6367	7105	10658	7105	7105	7105	7105	10302	90954
Administrator	2953	2688	2688	2894	2791	2791	4186	2791	2791	2791	2791	4047	36202
Secretary	994	994	994	994	994	994	1991	994	994	994	994	1490	12921
Receptionist	724	724	724	724	724	724	1086	724	724	724	724	1014	9340
Law Clerks	960	960	960	960	960	960	1440	960	960	960	960	1490	12450
Bookkeeper					100	200	200	200	200	200	200	200	1500
Sanitor	235	213	213	213	213	213	320	213	213	213	213	300	2772
	23379	22100	20609	20445	19680	21942	32813	21942	21942	21942	21942	31778	280514
TOTAL SALARIES													
GENERAL AND ADMINISTRATIVE EXP.													
Bank Charges	119	100	247	160	150	150	150		50	50	50	100	1326
Manual Labor			174	-	100	100	100	100	100	100	100	100	974
Health Benefits	150		974	656	656	656	656	656	656	656	656	656	7033
Insurance Exp.	120	1580											1970
Interest Expense	52		104	149	52	52	52	52	52	52	52	52	721
Legal Education			80		50	50	50	50	50	50	50	50	480
Library Expense	20		400	31	100	100	100	100	100	100	100	100	1251
Litigation Exp.	30		299	440	100	100	100	100	100	100	100	100	1569
Office Supplies	144	54	1201	69	500	500	500	500	500	500	500	500	5498
Postage	45		102	54	100	60	60	60	60	60	60	60	721
Promotion													
Rent	56	1132	566	566	566	566	566	566	566	566	566	566	6848
Repair & Maint.			294	18									512
Salary Advances			500								200		500
Social Security	1463	1371	1288	1246	1200	1350	2124	1350	1350	1250	1200	466	15658
Staff Luncheons	128	130	109	67	100	100	100	100	100	100	100	100	1234
Telephone	543	484	1224	844	675	675	675	675	675	675	675	675	8497
Travel	271	1107	1296	1638	1600	1600	1600	1600	1600	1600	1600	1600	17112
Unemploy. Comp.													1600
Workers Comp.													1600
Disc.		15	57		50	50	50	50	50	50	50	50	1600
													452
TOTAL GENERAL ADMIN. EXP.	3143	6003	8900	5938	5999	6109	10083	6109	6009	5909	6059	5295	75556

cc

David Riutta

LEGAL RIGHTS CENTER, INC.
Statement of Revenues and Expenses
General Fund

Terence

January 1 Thru June 30, 1981

LINDAHL
474-4714

	<i>yes Budget</i>	June 1981 Actual	June 1981 Budgeted	Jan.-June '81 Actual
Revenues:				
Contributions:				
Law Firms		1,250.00	8,000.00	22,247.00
Corporations/Foundations		10,900.00	11,700.00	27,950.00
Other:				
United Way		-0-	-0-	13,322.00
Hennepin County		15,000.00	15,000.00	40,088.00
State of Minnesota		-0-	-0-	-0-
Miscellaneous		-0-	-0-	738.65
CPYR Reimbursement		-0-	-0-	49,352.65
Total Revenue		27,150.00	34,700.00	153,698.30
Expenses:				
Salaries:				
Attorneys		9,634.68	8,955.00	53,707.41
Community Workers		4,527.83	7,105.00	41,501.88
Administrative/Clerical		4,507.90	4,709.00	25,518.49
Law Clerks		876.00	960.00	5,676.00
Other		-0-	213.00	981.09
FICA & Employee Benefits		2,023.73	2,006.00	8,693.23
Travel		2,029.24	1,600.00	6,995.76
Supplies		420.36	500.00	2,162.36
Telephone & Telegraph		596.22	675.00	3,694.31
Postage		9.52	60.00	264.32
General Insurance		215.22	-0-	3,379.20
Equipment (xerox)		357.00	-0-	833.00
Litigation		2.00	100.00	1,090.78
Repairs & Maintenance		168.83	-0-	220.27
Legal Education		25.00	50.00	125.00
Rent		566.10	566.00	3,452.70
Library Expense		152.56	100.00	603.77
Meetings & Luncheons		129.57	100.00	650.26
Interest		-0-	52.00	199.45
Bank Charges		150.00 Est.	150.00	746.29
Casual Labor		-0-	100.00	-0-
Misc.		50.00	50.00	264.65
Total Expenses		26,441.76	28,051.00	160,760.22
Revenue Over Expenses		708.24	6,649.00	(7,061.92)

Legal Rights Center, Inc.
General Fund
Balance Sheet

June 30, 1981

ASSETS:

Cash	7,032.87
Salary Advances	925.04
	<u>7,957.91</u>

Liabilities & Fund Balances:

Loans Payable	8,000.00
Payroll Taxes Withheld	2,211.81
Other Withholding	866.97
Adjustments	242.25
General Fund 1/1/81	3,698.80
Income over Expenses	<u>(7,061.92)</u>
	7,957.91