

WyLAP Foundation Grant Policy Guidelines

Effective December 15, 2015

1. **Grants for initial evaluation or diagnostic session.**

The Foundation will pay the cost of the initial evaluation or diagnostic session by a qualified professional for a member of the Wyoming State Bar who seeks assistance for mental or behavioral health referral or treatment and for drug or alcohol abuse prevention, referral, treatment or rehabilitation (see W.S. § 33-1-115(a)(iii)).

- a. Payment requests shall be submitted on a confidential basis by the person seeking initial evaluation or diagnosis directly to the Director of the Wyoming Lawyer Assistance Program (see Rules of the Wyoming Lawyer Assistance Program). The WyLAP Director shall make appropriate arrangements for such payment to be remitted by the Foundation.
- b. The identity of persons seeking such assistance shall be held in confidence by the WyLAP Director and shall not be disclosed to others, including the Foundation or its Board of Directors.

2. **Grants for treatment/recovery.** The Foundation may provide grants to members of the Wyoming State Bar who seek assistance for mental or behavioral health referral or treatment and for drug or alcohol abuse prevention, referral, treatment or rehabilitation (see W.S. § 33-1-115(a)(iii)) to assist with the expenses of treatment, including monitoring, or otherwise achieving their recovery, for which insurance or other payment sources are unavailable.

- a. All applicants must be actively pursuing recovery or mental health treatment as documented by Wyoming Professional Assistance Program (WPAP) or a mental health professional. Applications must be accompanied by a letter from WPAP or a mental health professional documenting this active pursuit.
- b. Applications shall be submitted on a confidential basis to the WyLAP Director, along with a signed Release of Information form authorizing WPAP or a mental health professional, as applicable, to communicate with the WyLAP Director. Applications must include a plan for "giving back", which may be in dollars (e.g., a charitable contribution to the Foundation) or in kind, such as a commitment to volunteer for Wyoming Lawyers Helping Lawyers, or to provide pro bono legal representation or other service to the legal profession.

c. Applications shall be verified for treatment efficacy and financial need by the WyLAP Director, who will have the authority to grant applications up to a maximum of \$1,000.00 without Foundation review and approval. Applications for grants greater than \$1,000.00 will be forwarded to the Foundation with all identifying information redacted and must be reviewed and approved by at least two members of the Foundation board. Applications shall not be accepted from applicants who already received a grant and have not initiated good faith efforts to "give back" as provided in subparagraph 2(b) or who have failed to comply with the treatment regimen or recommendation.

d. Grants may be provided for inpatient treatment, outpatient treatment, medication, follow-up care, monitoring, prescribed counseling and other necessities of life.

e. As a general matter, grants will not be paid directly to the applicant, except in situations where payment must be made at the time of service. In those instances, grants may be paid to the applicant when accompanied by valid receipts submitted in a timely manner.

f. The WyLAP Director will maintain complete and accurate records regarding all grants and will report to the Foundation with respect to grant activity on a quarterly basis.

3. **Grants to promote public awareness.** Upon application, the Foundation may provide grants to organizations for the purpose of informing and educating members of the public as to the signs and symptoms of depression or other mental or emotional health challenges or substance abuse issues being faced by members of the Wyoming State Bar, and informing such persons that help for members of the Wyoming State Bar is available through WyLAP.

a. A written report from each grantee on the use of such grant shall be submitted to the Foundation within one year of the grant.

b. A grantee will not be eligible for further grants until the written report has been submitted.