



**The
Giving Common**
An Initiative of the Boston Foundation

Veterans Legal Services, Inc.

PO Box 8457 Boston MA 02114

Incorporation Year: 1994

<http://www.veteranslegalservices.org>

Organization Contact: sarah@veteranslegalservices.org Sarah Roxburgh
Civil Rights, Social Action, Advocacy Civil Rights, Social Action, & Advocacy N.E.C.

CEO/Executive Director: Ms. Sarah Ellen Roxburgh Esq.

Board Chair: Mr. Allan Ryan Esq. Harvard Business School Publishing



VETERANS
LEGAL SERVICES

Current

Mission Statement: Veterans Legal Services' mission is to promote self-sufficiency, stability, and financial security of homeless and low-income veterans through free and accessible legal services.

You may view a video about VLS's impact here: <https://www.youtube.com/watch?v=1Vcck5un85M>. This video was produced by Massachusetts Lawyers Weekly when it presented VLS with the 2018 Reginald Heber Smith Award for Excellence in Legal Services.

Needs Statement: (1) Meeting the matching challenge of the Col. Ruby W. and Lavon P. Linn Foundation, as described above. The matching deadline is June 30, 2018 and, as of February 2018, VLS must raise an additional \$55,000 to maximize the opportunity.

(2) Because most of VLS's funding comes from one-year grants, VLS must focus on development activities including VLS's 2018 gala, likely to be held in November 2018. The gala is expected to raise over 25% of VLS's annual budget. The 2017-2018 fiscal year budget is \$800,000.

(3) VLS must invest in additional staff members. In particular, VLS is planning to retain or contract with a part-time bookkeeper and a full-time administrator. The volume of bookkeeping responsibilities has expanded in recent years, warranting retaining a person dedicated to this. In addition, VLS currently has one full-time support person (Paralegal/Office Manager) who handles numerous program and administrative tasks, including information technology needs. VLS's program growth necessitates an additional person to work under the Paralegal/Office Manager whom will be responsible for answering phones, screening veterans for eligibility, responding to inquiries for assistance, and entering and maintaining client and other records.

(4) As of February 2018, VLS is half way into a 5 year office lease. The office is approximately 1,700 square feet and houses 8 staff members and numerous interns and volunteers. As of September 2018, the staff will increase to 9 (exclusive of the bookkeeper described above), as VLS will be adding an Equal Justice Works fellow. By 2018-2019, the current space may hinder VLS's programs.

Impact Statement: During fiscal year 2016-2017, VLS had the following accomplishments:

(1) VLS secured key funding from the Colonel Ruby W. and Lavon P. Linn Foundation, the Cummings Foundation, the Klarman Family Foundation, the Massachusetts Attorney General's Office, Robert K. Kraft, and the Skadden Fellowship Foundation. This support enabled VLS to sustain and grow programs, increasing services from approximately 515 veterans' cases to 700 veterans' cases.

(2) Made significant progress on a technology project, upgrading all hardware including laptops, tables for client intakes, cloud-based secure storage, and migration of all files on existing devices. This project was generously funded by the Richard and Susan Smith Family Foundation and substantially enhances organizational sustainability and lays the foundation for future growth.

(3) Established an endowment with an initial investment of \$250,000 from the Colonel Ruby W. and Lavon P. Linn Foundation. Responded to this donor's matching challenge, raising \$165,000 toward the endowment.

For fiscal year 2017-2018, VLS's goals include:

(1) Related to number three (3) above, respond to the Linn Foundation's matching challenge to raise the remaining \$85,000 by June 30, 2018. The endowment provides a financial foundation for VLS; the principal is permanently restricted and all income generated by the investment will be used to deliver services to veterans in need--both today and into the future.

(2) Because much of VLS's funding comes from one-year grants, the VLS Board Members and the Co-Executive Director will be strategically focused on cultivation and stewardship of donor prospects to ensure that VLS has the necessary resources to sustain its growth in programs.

(3) Working with the VLS Education Committee, chaired by Judge James McHugh, III (ret.), VLS will continue to develop informational and self-help programs and recordings for veterans which will be made available on VLS's website and other sources to reach even more veterans in need.

(4) A review of all of VLS's clinics, done in consultation with the supervising attorneys at each of the clinic sites, key volunteers, and the Co-Executive Directors, with the goal of identifying ways in which the clinics may be improved for more impact. Possible improvements could relate to the physical space, the timing of the clinics, the frequency of the clinics, and procedures for screening for client eligibility.

Full-time Staff: 6

Volunteers: 200

(excludes part-time staff)

Programs Detailed on Profile

Veterans Program

Projected Revenue: \$700,000.00

Projected Expenses: \$800,000.00

Fiscal Year	2016	2015	2014
Total Revenue	\$879,013	\$409,619	\$285,575
Total Expenses	\$530,857	\$267,705	\$237,623

Top Funding Sources

Fiscal Year	2016	2015	2014
Top Funding Source & Dollar Amount	--	--	--
Second Highest Funding Source & Dollar Amount	--	--	--
Third Highest Funding Source & Dollar Amount	--	--	--