



CACLTN Legal Assistance Program Overview

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A CLT may find this program helpful when...

- *Incorporating and drafting bylaws*
- *Applying for 501c3 status*
- *Developing a ground lease*
- *Drafting a partnership agreement*

The Program

It's an exciting time for the CLT movement in California. Many organizations or groups of neighbors are exploring the creation of a new CLT to serve their community. Many established CLTs are growing and taking on new projects. In all cases, legal help is almost always necessary.

CACLTN's Legal Assistance Program offers CLTs access to attorneys for up to 6 hours of consultations and followup work. Potential issues that this program may be of assistance on include...

- Incorporating a CLT
- CLT legal findings
- CLT ground leases
- CLT partnership agreements and MOUs
- Structuring cooperatives and condos on a CLT
- Tenant selection and community preference policies

Who is Eligible?

The Program is available to current dues-paying member organizations of the California Community Land Trust Network for use on CLT-related issues and projects. If you are unsure about whether your organization is current on its CACLTN membership, please reach out to Shirley Kawafuchi at shirley@cacltnetwork.org.

What does Legal Assistance look like?

All TA requests must come in through the TA form and be submitted by a staff/board member, or main representative of the CLT/organization if it does not have staff or Board.

After an organization submits the request form (see below), CACLTN will review the request and contact the submitter with their approval status. If/when the request is approved, CACLTN will share the information with one of our attorneys. The attorney will then contact the organization by email within 5-7 business days.

Assistance provided through this program will consist of an introductory meeting (online or by phone) with an attorney. The total of 6 hours of assistance may be rounded out by additional meetings or by time the attorney spends on drafting or reviewing documents.

All requests are valid for a 3 month period. After 3 months pass, requests must be re-submitted via the TA form. CACLTN will follow up with organizations whose requests are lapsing.

How do I request Legal Assistance (TA)?

To access assistance through this program, please fill out our sign-up form at the following link:

<https://forms.gle/SN4d32rKUbecVDrf6>

Questions?

Please contact Shirley Kawafuchi, Program Manager at shirley@cacltnetwork.org