



Memorandum

TO: Prospective Texas SLRAP Applicants

FROM: Lisa D. Melton, Special Projects Manager

SUBJECT: Texas Student Loan Repayment Assistance Program Application

DATE: February 4, 2019

The **2019-20** application period for the **Texas Student Loan Repayment Assistance Program** is now open for eligible applicants. **The deadline to apply is 11:59 PM on Sunday, March 24, 2019.**

To be eligible:

You must work full-time for any Texas program that is:

- a recipient of Texas Access to Justice Foundation (TAJF) funds,
- a recipient of Legal Services Corporation funds, or
- a Texas non-profit that provides civil legal services if at least 50% of the services provided are free to Texans whose income is 175% of federal poverty guidelines or less.

Additionally, eligibility is limited to applicants:

- who have been employed in a legal aid program for fewer than **ten (10) years**¹.
- The date for determining eligibility is the first day of new SLRAP term so for the 2019-20 the date is **June 1, 2019**.

BEFORE YOU APPLY:

All loans **MUST** be in repayment before loan repayment assistance can be provided. If you have any loan(s) in **default, forbearance, grace, and/or deferment**, send an e-mail to me at LDMelton@teajf.org with the following information:

- status of each loan you have
- date the status will change to **repayment**.

With this information, I can adequately advise you about the proper timing of making application for the Texas SLRAP.

The purpose of the Program is to encourage and enable recent law school graduates to work for Texas legal aid organizations, and to assist legal aid programs in retaining experienced lawyers. The Program is structured as a loan which may be forgiven in the future, rather than a grant.

¹ The DOE that starts the running of the ten year period of eligibility is the **first date** on which you are both licensed to practice law and you work in a qualifying legal aid program.

Please note: The certifications (law school, employer and lender) **MUST** be received by the due date as well. Securing these will be the most difficult part of the process. DO NOT delay in making these requests. A substitute for the Lender Certification is the computer-generated loan status letter that some lenders provide. If you are having difficulty obtaining the completed certification, please send me this lender form for approval to upload.

For complete information on eligibility requirements, read the [Program Guidelines](#) found embedded as an attachment to this application. You **MUST certify** that you have read the guidelines when applying for the SLRAP. To see a webinar that answers frequently asked questions, please go to: [Texas SLRAP Application Process](#)

To apply go to the online application site at <https://grants.tajf.org/>

1. IF you do not already have an account in the system, register with the site.
2. When you receive the e-mail confirming you as a registrant, you can log in at any time.
3. At the main menu, click on Funding Opportunity and you will see the application.
4. Review the SLRAP Guidelines and the instructions for each portion of the application carefully.
5. The certifications (law school, employer and lender) **MUST** be received by the due date.

The online application must be completed including uploading the certifications to your application by **Sunday, March 24, 2019 at 11:59 PM**. If you are unable to meet this deadline for whatever reason, *contact me at least 72 hours before the deadline.*

If you have questions, need further information and/or assistance navigating the application process, please contact TAJF Special Projects Manager, Lisa Melton, at LDMelton@teaif.org or call 512 320-0099, ext. 330.