
LEGAL PANEL FRAMEWORK

Pro-bono Fund for National Governing Bodies and Sport and Recreation organisations

The Pro-Bono Fund brokers free legal advice from the Legal Panel Framework firms to small National Governing Bodies (NGBs) and sport and recreation organisations.

Small NGBs and sport and recreation organisations who meet the eligibility criteria will be able to apply to the fund for free legal assistance with the following areas of law:

- Charity & Trust Law including CASC registration
- Child Protection/Vulnerable Groups (CRB, Protection of Freedoms Act)
- Simple Contracts/Grant Agreements
- Corporate Law/Governance/Constitutional Affairs
- Employment Law
- Insolvency Law
- Property Law (such as leases, licences and security of tenure)

How does it work?

You apply via the Sport and Recreation Alliance using the Legal Panel Framework Pro-Bono Fund application form. A decision on whether your application is successful will be made collaboratively by the Sport and Recreation Alliance, Sport England, Sport Wales and UK Sport.

If your application has been successful, you will be appointed a firm from the Legal Panel Framework for your matter. The Sport and Recreation Alliance will facilitate your introduction to your lawyer over email. The scope and value of your matter will then be agreed at the outset and will be delivered free of charge by the appointed firm.

FAQs

How does the pro-bono fund work?

The Legal Panel Framework is a panel of ten top law firms servicing the sport and recreation sector. The firms were successfully appointed by Sport England, the Sport and Recreation Alliance, Sport Wales and UK Sport following a full procurement process which assessed their understanding of the sport and recreation sector and their ability to offer discounted rates to the sector. Each firm on the panel has committed to provide up to £5,000 worth of work free per year to the sport and recreation sector. Access to the free legal assistance is managed through a central application route coordinated by the Sport and Recreation Alliance. Once an application is successful, the Legal Panel Framework firms are contacted

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to confirm who is available to provide advice on the matter. When a firm confirms they are able to help, the Sport and Recreation Alliance puts the organisation in touch with the firm and they liaise directly with each other from that point. A unique reference number will be given to you which you must provide to the firm at the outset of the matter.

Who is eligible to apply to the Legal Panel Framework pro-bono fund?

Organisations must meet the following criteria to be eligible to apply for the pro-bono fund:

- The organisation must have a turnover of less than £500,000.00 (this is inclusive of grant income)
- The organisation must have no budget set aside for legal expenses
- The organisation must have no paid legal staff
- The organisation must be a member of the Sport and Recreation Alliance and/or be a national governing body funded by UK Sport, Sport England or Sport Wales

What matters can an organisation apply to the Pro-Bono Fund for assistance with?

Applications to the Pro-Bono Fund will be limited to assistance with the following areas of law on non-contentious/non-dispute related matters:

- Charity & Trust Law including CASC registration
- Child Protection/Vulnerable Groups (CRB, Protection of Freedoms Act)
- Simple Contracts/Grant Agreements
- Corporate Law/Governance/Constitutional Affairs
- Employment Law
- Insolvency Law
- Property Law (such as leases, licence and security of tenure)

The pro-bono fund will not be available for assistance with disputes or contentious matters.

How can I apply to the Pro-Bono Fund?

You must complete an application form and send it to
LPFprobono@sportandrecreation.org.uk

The application form needs to be sent with a copy of the organisation's latest audited annual accounts, business plan or financial information.

How long will my application take?

Applications are due by 20th of each month. Applications will be reviewed by 30th of each month and you will be notified of a decision within two weeks. Applications received after the 20th of any month will not be considered until the following month.

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My application has been successful and I have been put in touch with a firm. Does this mean I can now approach them for further advice once my current issue has been resolved?

No – as the Pro-Bono Fund forms part of the Legal Panel Framework and the firm's contracts with Sport England, UK Sport, the Sport and Recreation Alliance and Sport Wales, we insist that organisations do not approach the firms directly for further free advice. If an organisation requires further pro-bono advice free in the future, we ask them to contact the Sport and Recreation Alliance who will try to assist.

Please note: Each organisation will be limited to one successful application to the pro-bono fund each year.

What do I do if there are any problems with my lawyer or firm?

In the first instance you must raise the issue directly with the firm you are working with as your relationship is directly with them and all firms will have policies in place for dealing with problems. If you feel uncomfortable with doing this then please contact the Sport and Recreation Alliance on LPFprobono@sportandrecreation.org.uk to discuss your concern.

I am impressed with the lawyer who has helped me with my matter. How do I feed this back and can I contact them for paid matters in the future?

On completion of a matter, each law firm will inform the Sport and Recreation Alliance who will then seek feedback from you directly. If in the future you do have budget for legal assistance and you were impressed with the firm that worked with you then you can contact them directly and negotiate a fee for the new matter. You must advise the firm that you are contacting them as part of the Legal Panel Framework and provide them with a reference number which can be obtained from any of the Sport and Recreation Alliance, Sport England, Sport Wales or UK Sport's relevant websites.

Please note: If you require further free assistance you are asked not to contact the firm directly and to go through the central application to the Pro-Bono Fund. Successful applications to the fund will be limited to one per organisation per year.

What happens if the firm feels the matter applied for does not represent the matter that needs delivering?

If the firm takes on the matter but on further investigation finds out that the matter you represented is not actually the matter that is needed, the firm will refer the application back to the Sport and Recreation Alliance. The application and matter will be reviewed by Sport England, the Sport and Recreation Alliance, UK Sport and Sport Wales and a decision on how to move forward will be communicated back to you.