

**CHARTER OF THE  
INSTITUTIONAL ADVANCEMENT COMMITTEE  
OF THE LEGAL SERVICES CORPORATION**

**I. Purpose**

The purpose of the Committee shall be to assist the Board in the exploring and pursuing development opportunities by the Legal Services Corporation.

**II. Membership**

The Chairman of the Board (“Chairman”) shall appoint at least three Directors other than the Chairman to serve on the Committee. The Chairman, who shall serve as an *ex officio* voting member of the Committee and count towards a quorum, shall appoint the Chair of the Committee from among these Directors. Three Committee members will be required in order to constitute a quorum. No member of the Committee may be an officer or employee of the Corporation.

**III. Meetings**

The Committee:

- (1) shall meet at least once per calendar year, but may meet more frequently at the call of the Chairman or any two members of the Committee; and
- (2) may adopt procedural rules that are not inconsistent with this Charter, the Corporation’s Bylaws, or the laws to which the Corporation is subject.

**IV. Resources**

All offices, divisions and other components of the Corporation, including the Office of Inspector General (“OIG”), shall cooperate with all requests made by the Committee for information and support. The Committee shall be given the resources necessary to carry out its responsibilities.

**V. Authority**

The Committee:

- (1) shall have unrestricted access to the Corporation’s books, records, facilities, personnel, and consultants;

- (2) is authorized to carry out the duties and responsibilities described in this Charter, as well as any other activities reasonably related to the Committee's purposes or as may be directed by the Board from time to time;
- (3) may delegate authority to one or more designated members of the Committee;
- (4) may rely on the expertise and knowledge of such consultants and experts that the Board approves for carrying out its oversight responsibilities;
- (5) may authorize to be conducted, or itself conduct, reviews into any matters within the scope of its responsibilities; and
- (6) may request any officer, employee, or hired consultant of the Corporation to attend Committee meetings or meet with any member(s) or advisor(s) to the Committee.

## **VI. Duties and Responsibilities**

The Committee shall:

- (1) serve as liaison to the Friends of the Legal Services Corporation (FOLSC) in furtherance of FOLSC's activities in support of LSC and the legal services community;
- (2) explore opportunities for development activities by the Legal Services Corporation in carrying out its mission, which may include, but are not limited to opportunities related to:
  - i. raising the profile, and/or enhancing awareness of, the work of recipients and the issue of access to justice;
  - ii. raising funds from non-Federal sources for use by LSC on pilot or other special projects designed to enhance the availability and effectiveness of legal services, provided that such fundraising is intended to complement rather than conflict with recipient activities; and
  - iii. partnerships or joint activities which LSC can conduct with the FOLSC or other entities.
- (3) conduct development activities as approved from time to time by the Board of Directors;
- (4) regularly report Committee actions, and make recommendations the Committee deems appropriate, to the Board with respect to any

matters the Committee deems necessary or appropriate or as requested by the Board; and

- (5) perform such other duties and responsibilities, consistent with this Charter, delegated to the Committee by the Board.