

# The Non-Profit Legal Assistance Project

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Non-Profit Legal Assistance Project (NLAP) provides legal, human resources and risk management services on an annual basis for an all-inclusive flat fee of \$3,000.00 exclusively to nonprofit organizations. The Non-Profit Legal Assistance Project has been providing services to Palm Beach County nonprofit organizations since 1998.

The Non-Profit Legal Assistance Project provides comprehensive advice, counsel, and training to participating organizations, all of which are included in the annual fee. Specifically, the Non-Profit Legal Assistance Project will advise participating agencies, upon request, in areas such as those covered by the Fair Labor Standards Act, the Civil Rights Acts, the Occupational Safety and Health Act (OSHA), the Age Discrimination in Employment Act, the Equal Pay Act, COBRA, the Family and Medical Leave Act (FMLA), the Americans with Disabilities Act (ADA), the Older Workers Benefit Protection Act, Presidential Executive Orders affecting labor relations, and other statutes, regulations and common laws affecting the employer-employee relationship. Participating agencies will also have unlimited access to an experienced human resources generalist.

The Non-Profit Legal Assistance Project will also provide legal assistance to agencies on a variety of risk management issues, provide comprehensive assistance in the area of human resources management, including development of policies and procedures, and provide guidance with board governance issues. In addition, participating agencies will receive unlimited legal assistance with contracts and leases, including drafting and negotiating legal documents, and disaster preparedness and recovery-related services.

Participating agencies also have access to unlimited and compressive in-house training programs, including, harassment (supervisors and staff), supervisor training, legal interviewing, discipline and termination training, abuse reporting, board governance, and wage and hour compliance training. Custom training programs are available at no additional cost.

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**For additional information.** If you would like additional information on the Non-Profit Legal Assistance Project, including information on obtaining services for your organization, please contact John Foley.

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