

**Kentucky Association of State Employees, Local 4590**  
**American Federation of Teachers**  
**Legal Defense Fund Policy**



The KASE/AFT Legal Defense Fund was established:

1. To defend members whose job security has been threatened?
2. To assist only state employees who are KASE/AFT members.
3. To give the KASE/AFT Board of Directors flexibility to award grants based on the amount of money available in the fund.

A member in good standing may apply for Legal defense financial assistance based on the following formula.

0-1 years as a member	May apply for up to \$1,000 in legal assistance
1-2 years as a member	May apply for up to \$2,000 in legal assistance
2-3 years as a member	May apply for up to \$3,000 in legal assistance
3-4 years as a member	May apply for up to \$4,000 in legal assistance
5+ years as a member	May apply for up to \$5,000 in legal assistance

**Note:** All legal defense fund financial assistance is contingent upon the approval of the board.

POLICY STATEMENT:

KASE/AFT may provide assistance in filing grievances or appeals to the State Personnel Board or to state or federal civil court if:

- The request is in accordance with the following guidelines.
  - Is recommended by the KASE/AFT general counsel.
  - Is approved by the KASE/AFT Board of Directors.
1. Assistance may be provided for those appeals or grievances:
    - a. That involves members who have been notified or dismissal, demotion, suspension or other penalization, which threatens job security.
    - b. Any other action or appeal that is approved by the Board.
  2. Legal Defense Fund applicants must have been a KASE/AFT member prior to the date of the action giving cause to the grievance or appeal.
  3. In all other cases, KASE/AFT reserves the right to decide if such cases shall be pursued/financed on behalf of a member to the state or federal civil court.

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4. The amount of assistance awarded by the Legal Defense Fund may be limited to less than the actual cost of the action. Legal Defense Fund applicants must agree to use a KASE/AFT approved attorney if there is a need for legal assistance. Legal Defense Fund applicants must sign a contract with KASE/AFT before receiving assistance from the board.
5. KASE/AFT may deny or withdraw assistance under, but not limited to the following conditions:
  - a. Refusal of the member to cooperate with KASE/AFT or their representatives.
  - b. Falsifying information or refusing to provide all pertinent information to KASE/AFT .
  - c. Hiring an attorney without prior written authorization from the KASE/AFT Executive Committee and/or Board of Directors.
6. KASE/AFT reserves the right to review each grievance after a final determination from the appointing authority to determine if, based on the merits of the case, further assistance should be provided. KASE/AFT must be notified and involved in the grievance from the initial filing throughout the entire grievance process.
7. Legal Defense Fund applicants shall make initial application, in writing, to:

KASE/AFT Legal Defense Fund  
PO Box 4110  
Frankfort, KY 40604-4110

8. The KASE/AFT Board of Directors reserves the right to amend, alter or overturn any recommendation of the Legal Defense/Executive Committee.

Call KASE/AFT For More Information: 800-248-5273