

“MENU” FOR LOCAL PRO BONO COMMITTEES

The following are models to be adapted to fit the circumstances and needs of your Local Pro Bono Committee. If there is any way the Pro Bono Commission can assist you in implementation, do not hesitate to solicit the Commission’s help! Local Committees are also encouraged to supplement the proposals of this “menu” with information obtained through an informal local needs assessment; possible sources of information include, but are not limited to: local Idaho Legal Aid office, Idaho Volunteer Lawyers Program, local judges, local Court Assistance Officer, and other agencies that provide services to low income residents in your area.

I. PROJECTS INVOLVING COORDINATION WITH LOCAL COURT ASSISTANCE OFFICES

- a. Attorney Workshop. Clients who have already started the process on their own are able to come in to the workshop and can ask legal questions they have encountered after the initial filing. This workshop model would be primarily question driven with one-on-one consultations with participants. Screening process for such workshops will depend on needs of local Bar. See section III below.
- b. Subject matter specific pre- or post-filing workshops. Volunteer attorneys coordinate with CAOs to determine areas of need, such as evictions, discovery, evidence, pre-trial, debt collection defense, enforcing judgments, probate, etc. Attorney(s) gives a presentation on the subject matter, takes questions at his/her discretion and only as time allows.
- c. Create brochures for the general public on topics CAO staff receive regular inquiries about.
- d. Training and mentoring lawyers. Conduct training sessions for lawyers in handling specific types of cases and obtain mentors to assist with follow-up help. Seek CLE credit and provide free CLE’s for attorneys willing to take pro bono cases. Contact IVLP for guidance and/or suggestions.

II. OTHER POTENTIAL PROJECTS

- a. Statewide hotline – local committees help staff a statewide hotline 1-2 days per month where economically qualified persons can call in to receive legal advice on civil matters. Prescreening may be required for income and question type to provide subject matter expertise.
- b. Bar or Local Pro Bono Committee Sponsored Clinics and Workshops (“Street Law Clinics”) – Pro se clinics on specific topics, such as bankruptcy, custody modifications, foreclosure, wills Identify Theft, etc. Limited number of clients per clinic. Attorney does a presentation and then answers questions. The clients complete the forms themselves. Could also consider taping clinics and make available to the public.
- c. Medical/legal partnerships – Local committees partner with local hospitals to staff hours at the hospital to do legal needs assessments of economically qualified patients

- whose healthcare needs are related to legal problems – *e.g.*, needing a demand for repairs to get rid of mold, or needing to access COBRA or Medicaid or other benefits.
- d. Mediation clinic – Local committees obtain volunteers to staff a mediation clinic; held regularly and made available to low income persons who need help resolving legal disputes outside the judicial system.
 - e. Sponsor a school – a local committee, firm, or group of individual attorneys sponsor a school or schools and hold clinic hours at the school to provide advice and brief services for any civil legal needs of the families who economically qualify. Could consider using the school lunch program qualifications to screen for income eligibility.
 - f. Create toolkits or electronic resources for use by pro bono attorneys.

III. OTHER CONSIDERATIONS

- a. Clinics/workshops:
 - i. Screening Considerations. What is necessary for a workshop may be driven by the needs and expectations of the local bar and volunteers. For example, do you want to take applications, require pre-registration, screen for income eligibility or not, allow walk-ins, etc.? What kind of information is necessary for volunteers to avoid conflicts? Who will do the screening: volunteer attorneys? Other community volunteers? Law students? Work with the local Court Assistance Office where appropriate.
 - ii. Conflicts – Will you check for conflicts or request participants to sign conflict waivers?
- b. Screening for projects or cases might be done by IVLP, judges, Idaho Legal Aid, or other appropriate options in your community.
- c. Consider how you will record or track pro bono hours (*e.g.*, by using IVLP's reporting form available online at <http://isb.idaho.gov/ilf/ivlp/forms.html>).
- d. Local Committees are encouraged to explore mentorships and formal mentorship programs as a means of promoting and supporting pro bono involvement by newer attorneys.
- e. Limited Representation – Local Committees are encouraged to promote the use of limited representation under recently adopted Rule 11(b)(5), which allows lawyers to undertake limited representation in pro bono cases and not requiring a motion and order to withdraw.