

Pro Bono: Volunteer Opportunities for Attorneys in the Chicago Area



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Volunteer Opportunities

About The Chicago Bar Foundation

The Chicago Bar Foundation (“CBF”) works to ensure equal access to justice for all Chicagoans. As the charitable arm of The Chicago Bar Association, the CBF’s mission is a reflection of the CBA’s strong commitment to this fundamental American principle and our belief that the huge gap in access to our justice system today is a call to action for the legal community.

In Chicago, a dedicated group of legal aid and pro bono attorneys provide vital legal services to many thousands of the most vulnerable residents in our community. However, due to a long-term underinvestment in our pro bono and legal aid system, tens of thousands of less fortunate individuals continue to lack access to legal assistance that is often critical to their safety and independence. Hundreds of thousands more are left to solve often complex legal problems on their own.

The CBF takes a strategic approach to closing this gap by building the capacity of our pro bono and legal aid system through grants, advocacy and other support and aggressively working to eliminate systemic barriers to equal access to justice. The CBF’s work is made possible by the generous support of more than one hundred law firms and corporations and thousands of individual donors.

For more information about the CBF, contact us at 312-554-1204 or visit www.chicagobarfoundation.org.

CBF Pro Bono Support Program & CBF/PILI Pro Bono Initiative

The Chicago Bar Foundation (“CBF”) Pro Bono Support Program serves as a convenient clearinghouse to make it easier for attorneys to find appropriate pro bono opportunities, matching lawyers with legal aid and public interest law programs that fit their interests and availability. You can obtain the most current information about pro bono opportunities by visiting www.IllinoisProBono.org. Additionally, the CBF Pro Bono Support Program is always available for more information or assistance; contact Dina Merrell at 312.554.1206 or dmerrell@chicagobar.org for more information.

The Pro Bono Initiative (“PBI”) is a joint project of the Public Interest Law Initiative (“PILI”) and the CBF. PBI works with law firms and corporations, legal aid and public interest law organizations, law students and the organized bar. Its mission is to increase the availability of pro bono legal services throughout Illinois for

low-income and under-represented individuals who lack access to the justice system. PBI promotes best practices for pro bono work, helps ensure effective communication about available pro bono opportunities, and acts as a clearinghouse and resource for pro bono issues. To find out more, contact PBI Director, Michael Bergmann, at 312.832.5129 or mbergmann@pili-law.org. You may also learn more about PBI by visiting www.probonoinitiative.org.

Pro Bono in the Chicago Area

Each year, thousands of attorneys in the Chicago area volunteer their time and talents to make equal access to justice a reality for the less fortunate members of our community. These attorneys assist the most vulnerable children and adults in our community with a range of legal issues that include child support, consumer fraud, elder abuse, civil rights, domestic violence, housing discrimination, and a range of other issues that are often critical to their safety and independence.

Pro bono can fit anyone’s schedule and interests. Opportunities are available and assistance is needed in virtually every area of law and range from “bite size” commitments of one or two hours to sophisticated transactions to extended trial and appellate work.

Using This Guide

This publication is a guide for attorneys who wish to volunteer time to organizations dedicated to equal access to justice. This guide helps lawyers find pro bono opportunities that suit their interests and schedules.

This guide defines opportunities by legal subject area (i.e., adoption, eviction, etc.), type of representation (i.e., litigation, transactional, etc.), client group (i.e., children, elderly, etc.), evening and weekend availability, “bite size” commitment, and appropriateness for group work. The guide is designed as an introductory pro bono resource rather than an exhaustive list of every available pro bono opportunity. The most comprehensive and current information about pro bono service opportunities for lawyers is available online at www.IllinoisProBono.org.

This guide is not intended to help you find a lawyer. The law is complicated and it is always best to have the assistance of an attorney in handling any legal matter. To find a lawyer, please contact the Chicago Bar Association’s Lawyer Referral Service at 312.554.2001. To find out if you are eligible for free legal services, call CARPLS, Cook County’s legal aid hotline, at 312-738-9200 (en Espanol: 312-421-4478). CARPLS attorneys may give you legal advice and send you simple instructions and materials if you want to handle a legal matter yourself. If your problem is complicated or you want an attorney, CARPLS will try to refer you to an appropriate legal aid program. You can also find general legal information online at www.IllinoisLegalAid.org.

Pro Bono Opportunities in Cook County Identified By Legal Subject Area

Below is a list of organizations classified by the general legal areas in which they offer pro bono opportunities. Organization descriptions and contact information can be found on pages 7–27 and 31. Many organizations have pro bono opportunities in more than one subject area, and those organizations are listed under each relevant heading. For a complete listing of each organization’s pro bono opportunities, see the chart on the back of this guide.

Adoption

- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Legal Clinic
- Chicago Volunteer Legal Services

Age Discrimination

- Legal Assistance Foundation of Metropolitan Chicago

Asylum for Refugees

- Centro Romero
- National Immigrant Justice Center

Bankruptcy Law/Debt Collection

- AIDS Legal Council of Chicago
- CARPLS
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Legal Assistance Foundation of Metropolitan Chicago

Chancery Issues

- (injunctions, mortgage foreclosures, liens, construction of wills and trusts)
- Chicago Legal Clinic
 - Chicago Volunteer Legal Services Foundation
 - Legal Assistance Foundation

Child Custody, Support and Visitation

- Cabrini Green Legal Aid Clinic
- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Legal Aid Bureau of Metropolitan Family Services

Child Guardianship

- Cabrini Green Legal Aid Clinic
- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation

Civics, Education of the Public

- Constitutional Rights Foundation Chicago

Civil Rights

- Access Living
- AIDS Legal Council of Chicago
- CAIR – Chicago
- Chicago Lawyers’ Committee for Civil Rights Under Law
- Equip for Equality
- Legal Assistance Foundation of Metropolitan Chicago
- National Immigrant Justice Center
- Uptown People’s Law Center

Consumer

- AIDS Legal Council of Chicago
- CARPLS
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Legal Assistance Foundation of Metropolitan Chicago

Corporate Law, General

- Community Economic Development Law Project
- Lawyers for the Creative Arts

Criminal Defense

- Cabrini Green Legal Aid Clinic
- Evanston Community Defender
- First Defense Legal Aid
- Northwestern University School of Law, Children and Family Justice Center

Disability Discrimination

- Access Living
- Chicago Lawyers' Committee for Civil Rights Under Law
- Chicago Volunteer Legal Services Foundation
- Equip for Equality
- Legal Assistance Foundation of Metropolitan Chicago

Divorce

- Cabrini Green Legal Aid Clinic
- CARPLS
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Legal Aid Bureau of Metropolitan Family Services
- Legal Assistance Foundation of Metropolitan Chicago

Domestic Violence

- Cabrini Green Legal Aid Clinic
- Centro Romero
- Chicago Legal Clinic
- Domestic Violence Legal Clinic
- Legal Aid Bureau of Metropolitan Family Services
- National Immigrant Justice Center

Education Law, Special Education

- Equip for Equality
- Evanston Community Defender
- Legal Assistance Foundation of Chicago
- Northwestern University School of Law, Children and Family Justice Center

Education Law, Other Issues

- Access Living
- Chicago Coalition for the Homeless, Law Project

Elder Abuse

- Legal Assistance Foundation of Metropolitan Chicago

Employment Law

- Access Living
- AIDS Legal Council of Chicago
- Chicago Lawyers' Committee for Civil Rights Under Law
- Community Economic Development Law Project (transactional opportunities)
- Equip for Equality

Environmental Law

- Chicago Legal Clinic
- Community Economic Development Law Project (transactional opportunities)

Estates, Wills, and Probate

- AIDS Legal Council of Chicago
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation

Guardianship of Adults

- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Equip for Equality
- Legal Assistance Foundation of Metropolitan Chicago

Housing Issues

(landlord/tenant disputes, evictions, mortgage foreclosures, discrimination)

- AIDS Legal Council of Chicago
- Cabrini Green Legal Aid Clinic
- CARPLS
- Chicago Coalition for the Homeless, Law Project
- Chicago Lawyers' Committee for Civil Rights Under Law
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Lawyers' Committee for Better Housing
- Legal Assistance Foundation of Metropolitan Chicago
- Uptown People's Law Center

Immigration Law

- AIDS Legal Council of Chicago
- Centro Romero
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Legal Assistance Foundation of Metropolitan Chicago
- National Immigrant Justice Center

Insurance Benefits

- AIDS Legal Council of Chicago
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation

Intellectual Property Law

- Community Economic Development Law Project
- Lawyers for the Creative Arts

Juvenile Delinquency/ School Discipline Defense

- Evanston Community Defender
- Northwestern University School of Law, Children and Family Justice Center

Juvenile: Abuse and Neglect

- Court Appointed Special Advocates (CASA)
- Evanston Community Defender
- Northwestern University School of Law, Children and Family Justice Center

Mediation

- Center for Conflict Resolution

Public Benefits

- Access Living
- AIDS Legal Council of Chicago
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Equip for Equality
- Legal Assistance Foundation of Metropolitan Chicago

Real Estate Closings

- Community Economic Development Law Project

Tax Law

- Center for Economic Progress—Midwest Tax Clinic
- Chicago Volunteer Legal Services Foundation
- Community Economic Development Law Project

Tort and Insurance Defense

- Chicago Legal Clinic
- Chicago Volunteer Legal Services

Types of Pro Bono Opportunities

A common misconception is that pro bono opportunities exist only for litigators. This is not accurate. While there are a wide variety of litigation opportunities available, as detailed below, there are also a wide variety of non-litigation and non-representation opportunities available.

Litigation Opportunities in Cook County

The organizations below assign volunteer attorneys to represent clients in court, administrative hearings, and other contested situations that require direct representation. For example, an attorney might represent a refugee in an asylum case in immigration court, help an incarcerated mother transfer guardianship of her child, or speak for a disabled individual in a hearing to maintain benefits.

- Access Living
- AIDS Legal Council of Chicago
- Cabrini Green Legal Aid Clinic
- CAIR—Chicago
- Centro Romero
- Chicago Coalition for the Homeless – Law Project
- Chicago Lawyers’ Committee for Civil Rights Under Law
- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Domestic Violence Legal Clinic
- Equip for Equality
- Evanston Community Defender
- Lawyers’ Committee for Better Housing
- Legal Aid Bureau of Metropolitan Family Services
- Legal Assistance Foundation of Metropolitan Chicago
- National Immigrant Justice Center
- Northwestern University School of Law, Children and Family Justice Center
- Statutory Summary Suspension Hearings Pro Bono Panel Attorney Referral Program
- Uptown People’s Law Center

Impact Litigation Opportunities

- Access Living
- Chicago Lawyers’ Committee for Civil Rights Under Law
- Equip for Equality
- Health & Disability Advocates
- National Immigrant Justice Center
- Roger Baldwin Foundation of the American Civil Liberties Union
- Sargent Shriver National Center on Poverty Law

Non-litigation and Non-representation Opportunities in Cook County

Legal aid and public interest law organizations offer Chicago-area attorneys a wide variety of non-litigation pro bono opportunities. Opportunities include transactional work, providing brief advice and counsel to clients, conducting legal research and making community legal education presentations.

Business Law/Transactional

The organizations listed below offer transactional pro bono opportunities, which include work in the areas of corporate, tax, intellectual property and real estate. Examples of some of the projects include helping a community organization draft bylaws, negotiating a real estate deal to aid in the creation of affordable housing, drafting a contract between an artist and a gallery and advising an artist on intellectual property matters, including copyright and trademark.

- Center for Economic Progress—Midwest Tax Clinic
- Community Economic Development Law Project
- Lawyers for the Creative Arts

Clinics

Volunteer your time to provide brief advice and counsel (and in some instances take a case home with you) to clients on a variety of civil and criminal matters through clinics located in a multitude of Chicago-area neighborhoods. The organizations below offer volunteer attorneys day, weekend and evening opportunities.

- Cabrini Green Legal Aid Clinic
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation

Community Legal Education Materials and Presentations

The organizations below offer volunteers the opportunity to share their legal knowledge and experience with low-income clients or elementary students on a variety of civil and criminal matters.

- CARPLS
- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Volunteer Legal Services Foundation
- Constitutional Rights Foundation Chicago
- Equip for Equality
- Evanston Community Defender
- First Defense Legal Aid
- Illinois Legal Aid Online
- National Immigrant Justice Center

Conducting Legal Research

The organizations below offer volunteers the opportunity to conduct legal research on a pro bono basis.

- Access Living

Hotlines/Advice Desks

Volunteers interested in experiencing client contact with a defined time commitment should contact one of the organizations listed below. They offer opportunities for volunteers to provide clients with brief advice and counsel through a hotline or court-based advice desk.

- Cabrini Green Legal Aid Clinic
- CARPLS
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Equip for Equality
- First Defense Legal Aid

Intake

Assist one of the organizations below with interviewing clients and assessing their legal needs. This is an ideal fit for a volunteer interested in a defined time commitment with client contact.

- Cabrini Green Legal Aid Clinic
- Chicago Legal Clinic
- Equip for Equality
- Legal Assistance Foundation of Metropolitan Chicago

Mediation

Volunteer your time to help individuals manage and resolve conflicts by acting as a volunteer mediator.

- Center for Conflict Resolution

Policy and Legislative Advocacy

Volunteer lawyers can assist legal aid and public interest law organizations develop a legislative campaign, assist with legislative research and undertake policy advocacy on host of issues impacting low-income clients.

- Centro Romero
- Chicago Coalition for the Homeless—Law Project
- National Immigrant Justice Center

Pro Bono Opportunities in Cook County Identified by Client Groups

Please note that this listing is not exclusive, but identifies organizations offering legal assistance to targeted groups.

Artists and Arts Organizations

- Lawyers for the Creative Arts

Children

- Cabrini Green Legal Aid Clinic
- Centro Romero
- Chicago Coalition for the Homeless, Law Project
- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation

- Constitutional Rights Foundation
- Court Appointed Special Advocates (CASA)
- Evanston Community Defender
- Legal Aid Bureau of Metropolitan Family Services
- National Immigrant Justice Center
- Northwestern University School of Law, Children and Family Justice Center

Disabled Persons

- Access Living
- Chicago Lawyer's Committee for Civil Rights Under Law
- Chicago Volunteer Legal Services Foundation
- Equip for Equality
- Legal Assistance Foundation of Metropolitan Chicago

Elderly

- Equip for Equality
- Legal Assistance Foundation of Metropolitan Chicago

HIV Positive Persons

- AIDS Legal Council of Chicago

Immigrants

- Centro Romero
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Legal Assistance Foundation of Metropolitan Chicago
- National Immigrant Justice Center

Non Profit Organizations and Small Businesses

- Community Economic Development Law Project
- Lawyers for the Creative Arts (Arts Organizations)

Weekend or Evening Pro Bono Opportunities

The following organizations have volunteer programs with evening or weekend office hours:

- Cabrini Green Legal Aid Clinic
- CARPLS
- Center for Economic Progress—Midwest Tax Clinic
- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Volunteer Legal Services Foundation
- First Defense Legal Aid
- Illinois Legal Aid Online
- Legal Assistance Foundation of Metropolitan Chicago

“Bite Size” Time Commitment Pro Bono Opportunities

For attorneys who would like to volunteer for brief periods of time—usually at call centers/help desks, a one-time court appearance or community legal education presentation—the groups below have projects to accommodate individuals with fixed time slots:

- Cabrini Green Legal Aid Clinic
- CARPLS
- Center for Conflict Resolution
- Center for Economic Progress—Midwest Tax Clinic
- CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
- Chicago Legal Clinic
- Chicago Volunteer Legal Services Foundation
- Constitutional Rights Foundation Chicago
- Community Economic Development Law Project
- Domestic Violence Legal Clinic
- Equip for Equality
- Illinois Legal Aid Online
- Lawyers' Committee for Better Housing
- Legal Aid Bureau of Metropolitan Family Services
- Legal Assistance Foundation of Metropolitan Chicago
- National Immigrant Justice Center

Pro Bono Opportunities Appropriate for Group Work

The following organizations are among those that provide opportunities well suited for groups of people who want to work on a pro bono project together:

- CARPLS
- Chicago Volunteer Legal Services Foundation
- Community Economic Development Law Project
- Constitutional Rights Foundation Chicago
- Legal Assistance Foundation of Metropolitan Chicago
- National Immigrant Justice Center

Pro Bono Opportunities Outside of Cook County

The following organizations offer volunteer opportunities for attorneys living and/or practicing outside of the metropolitan Chicago area. Note that some Chicago-based organizations also offer opportunities outside of Cook County, such as the National Immigrant Justice Center.

- DuPage Bar Legal Aid Service
- Lake County Bar Foundation Volunteer Lawyers Program
- Land of Lincoln Legal Assistance Foundation, Inc. (65 counties in Southern and Central Illinois)
- Prairie State Legal Services (35 counties throughout Illinois)
- Will County Legal Assistance Program, Inc.

Pro Bono Opportunities

Below is a brief description of each legal aid provider mentioned elsewhere in this brochure. For further information, you can contact the agency directly or call the CBF Pro Bono Support Program for more information at 312.554.1204. The most comprehensive and up-to-date information about pro bono opportunities can be found online at www.IllinoisProBono.org.

Access Living

115 West Chicago Avenue
Chicago, IL 60610

Phone: 312-640-2100

Fax: 312-640-2101

Website: www.accessliving.org

TTY: 312-640-2102

Access Living is a cross disability organization governed and staffed by a majority of people with disabilities. The organization strives to enhance the opportunities of persons with disabilities to live individualized and satisfying lives. To this end, Access Living undertakes advocacy and service programs that reach the entire spectrum of disability from hearing and sight to physical and mental disabilities.

These activities include: peer-oriented independent living services; public education; individual and systemic advocacy; and enforcement of civil rights. Access Living's mission includes addressing major impediments to independent living for people with disabilities, such as discrimination in housing, government services, education and public accommodations. Access Living is unique among centers for independent living in its capacity to implement legal strategies that promote the rights of persons with disabilities. Its Civil Rights Team enforces federal, state and local civil rights laws, including the Americans with Disabilities Act, the Fair Housing Act, Section 504 of the Rehabilitation Act and related laws, which prohibit discrimination against persons with disabilities. Attorneys and legal assistants counsel persons with disabilities about their civil rights and provide representation in cases implicating important disability rights issues.

General Time Commitment: Depends on the nature of the work. Some opportunities (e.g., research) involve a limited number of hours, while other opportunities (e.g., co-counseling a case) involve many hours.

Process for becoming a volunteer: There are no formal requirements. Contact the organization if you are interested in volunteering.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. There are attorneys on staff who are licensed to practice law in Illinois who can support volunteers.

Sample Opportunities:

Advisory Committee Member

Serve on an advisory committee that brainstorms with staff attorneys about pending and/or potential cases.

Practice areas: Civil Rights, Disability, Employment Discrimination

Opportunity type: Non-representation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Case management

Skills required: Basic legal knowledge

Contact: Ken Walden, 312.640.2136, kwalden@accessliving.org

Research Assistance Regarding Disability Law

Conduct discrete research projects on disability law.

Practice areas: Civil Rights, Disability, Employment Discrimination

Opportunity type: Non-representation, Research

Volunteer types accepted: Attorney, Law Student, Retired Attorney

Volunteer availability: Evenings, Weekends, Short time periods (4 hours or less)

Skills acquired: Writing/Drafting

Skills required: Basic legal knowledge

Contact: Ken Walden, 312.640.2136, kwalden@accessliving.org

Serving as Co-counsel in Discrimination Cases

Co-counsel a discrimination case under the Americans with Disabilities Act, the Fair Housing Act or the Rehabilitation Act with Access Living attorneys.

Practice areas: Civil Rights, Disability, Employment Discrimination

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Client Counseling, Motion Practice, Negotiating, Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: Access Living attorneys provide training on the substantive law.

Contact: Ken Walden, 312.640.2136, kwalden@accessliving.org

AIDS Legal Council of Chicago

180 North Michigan Avenue
Suite 2110
Chicago, IL 60601

Phone: 312-427-8990
Fax: 312-427-8419
Website: www.aidslegal.com

The AIDS Legal Council of Chicago provides legal services to low-income residents of Cook County who are affected by HIV/AIDS. The organization addresses clients' issues including estate planning, discrimination (in the context of housing, employment, health care, and insurance), confidentiality, bankruptcy, immigration, Social Security benefits, and guardianship.

General Time Commitment: Varies by case, but simple estate planning is generally under 4 hours.

Process for becoming a volunteer: Volunteers must submit their resume and describe their firm's process for conflict checks and case acceptance.

Does the organization offer malpractice insurance coverage to volunteers: No

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes, ALCC provides back-up support in immigration and Social Security matters accepted by volunteer attorneys or paralegals.

Sample Opportunity:

Representation in Legal Proceedings

The AIDS Legal Council of Chicago seeks attorneys interested in helping with the following types of cases 1) Personal bankruptcy, where the financial hardship was caused by the client's HIV status, 2) Discrimination cases, generally before administrative agencies, but in court if necessary, 3) Insurance issues—generally either enforcement of COBRA rights or termination of long-term disability benefits, 4) Estate planning—wills, powers of attorney, and any related actions (e.g. quit claim deed, trust) for low-income homeowners, 5) Immigration—HIV waivers, 6) Social Security administrative representation through the administrative law judge hearing, and 7) Contested guardianships of children in HIV-affected families

Practice areas: Consumer Law, Employment, Guardianship & Estates, Immigration, Public Benefits

Opportunity type: Litigation, Administrative Hearing

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills Acquired: Case Management, Client Counseling, Client/Witness Interviewing, Mediation/Arbitration, Trial Skills, Writing/Drafting

Skills Required: Basic legal knowledge

Training: Training provided for volunteers who are willing to assist clients with HIV immigration waivers or Social Security appeals.

Contact: Ann Fisher, 312-427-8990,
info@aidlegal.com,

Cabrini Green Legal Aid Clinic

206 West Division Street
Chicago, IL 60610

Phone: 312-266-1345
Fax: 312-266-7417
Website: www.cgla.net

CGLA is a faith-inspired non-profit which has provided free legal services in family, housing, criminal defense, and criminal record matters to Chicago's low-income and impoverished residents for over thirty years.

General Time Commitment: Varies depending on opportunity.

Process for becoming a volunteer: All prospective volunteers must attend a volunteer orientation session prior to providing services. Hour-long orientations are held at the organization's office for all volunteer opportunities including the Expungement Help Desk, client intake interviews, the clemency program, administrative assistance, and fundraising and development. New volunteers interested in the client intake interview process are also expected to observe three intake sessions before conducting intake interviews independently.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. The volunteer coordinator and supervising attorneys provide support to volunteers.

Sample Opportunities:

CGLA Client Intake Program

Volunteer attorneys and law students are needed to interview prospective clients at the CGLA offices. This is a flexible position and interviews are scheduled around the volunteer's schedule. CGLA interviews potential clients in the areas of criminal defense, housing, and family law. Training is provided to volunteers on how to interview, providing specific questions in each legal area; CGLA intake forms and procedures; and presenting the cases at the weekly staff meeting. Each volunteer will be trained, observe three client sessions, interview potential clients with an observer, then interview clients on their own, prepare the intake forms and notes of the interview, attend the weekly staff meeting at the Clinic office, and present the client's information to staff, volunteers, and interns. At the staff meeting, all staff and volunteers vote on which cases to accept as clinic cases, refer to other sources, or provide advice.

Practice areas: Criminal Law, Family Law, Housing
Opportunity type: Client Intake/Interviewing/Advice

Volunteer types accepted: Attorney, Non-Lawyer Volunteer, Retired Attorney, Government Attorney, Law Student, Paralegal

Volunteer availability: Business hours, Short time periods (4 hours or less)

Skills acquired: Client/Witness Interviewing

Skills required: Basic legal knowledge

Training: Volunteers would be asked to first attend an intake orientation and observe 3 intake sessions before conducting intakes alone.

Time Commitment: After completing the one-hour training, intake volunteers must commit to completing a minimum of three intake interview sessions and the corresponding intake meeting, which can be scheduled at the volunteer's convenience.

Contact: Volunteer Coordinator, 312-266-1345,
info@cgla.net

Representation in Legal Proceedings

Volunteer attorneys can assist with and handle cases in areas of family law (i.e., contested and uncontested cases involving guardianship, custody, child support, divorce, paternity, visitation, abuse and neglect, orders of protection, and adoption), housing law (i.e., eviction, back rent disputes), and criminal law (i.e., defending those falsely accused and non-habitual offenders of a variety of criminal offenses). Volunteer attorneys who agree to handle a case are expected to follow through with the matter until the case is closed. Attorneys who assist with cases must be licensed in the state of Illinois and have experience with CGLA's intake process.

Practice areas: Criminal Law, Family Law, Housing
Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client Counseling, Client/Witness Interviewing, Trial Skills

Skills Required: Basic legal knowledge

Training: Volunteers are asked to become involved with CGLA's intake process before assisting with cases. For criminal cases, volunteers are also expected to assist with jail intakes before providing case assistance. Trainings are held for new intake volunteers once per month.

Contact: Volunteer Coordinator, 312-266-1345,
info@cgla.net

CGLA Criminal Law Volunteer Attorney

CGLA defends clients who have been arrested for a misdemeanor or felony. Cases require interviewing clients and witnesses, plea-bargaining, and trial work. These cases can be resolved quickly by plea bargaining or proceed to trial. The charges range from possession and sale of drugs, retail theft, theft of stolen vehicles, possession of weapons, murder, and orders of protection.

Practice areas: Criminal Law

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Appellate Advocacy-Brief Writing, Client Counseling, Client/Witness Interviewing, Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: For inexperienced volunteer attorneys in criminal law, the training requirements for taking a case include: attending a New Volunteer Orientation, a commitment to a progressive process for training and to the criminal law program by spending a morning in court with the staff attorney, training to do jail intakes and presenting the cases at staff meetings, then handling cases beginning with misdemeanor cases working up to felony cases, using the staff attorney as a mentor.

Contact: Volunteer Coordinator, 312-266-1345, info@cglanet.net

CGLA Clemency Program Volunteer Attorney

Executive clemencies are applications to clear clients of their criminal records. CGLA interviews and screens potential clients for income eligibility, time since their last conviction, and steps taken to improve their lives. Cases accepted by CGLA are ones the agency believes the Illinois Prison Review Board would favor. Volunteer attorneys interview and assist clients in preparing a petition for clemency.

Practice areas: Criminal Law

Opportunity type: Legal Representation

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours

Skills acquired: Client Counseling, Client/Witness Interviewing, Writing/Drafting

Skills required: Basic legal knowledge

Training: Volunteers must first attend an intake orientation and assist with intakes before assisting with cases.

Time Commitment: After completing a one-hour training, volunteers invest 10–20 hours meeting with the client and drafting his or her clemency petition, under the supervision of CGLA's criminal records attorney. The opportunity also exists for volunteers to present the matter at the Prisoner Review Board's semi-annual hearing.

Contact: Volunteer Coordinator, 312-266-1345, info@cglanet.net

CGLA Expungement Help Desk

CGLA's Expungement Help Desk helps individuals seeking to clear their criminal record through expungement, sealing, or executive clemency. Volunteers are needed to assist our attorneys in staffing the desk. This involves meeting with clients, reading their criminal history or rap sheets, determining their eligibility for expungement, sealing, or executive clemency, and helping them file the necessary paperwork. The desk is open Monday through Friday from 9 am until noon, and is located on the 10th floor of the Daley Center.

Practice areas: Criminal Law

Opportunity type: Self-help Desk

Volunteer types accepted: Attorney, Law Student, Retired Attorney, Government Attorney

Volunteer Availability: Business hours, Short time periods (4 hours or less)

Skills Acquired: Client Counseling, Client/Witness Interviewing

Skills Required: Basic legal knowledge

Training: Orientation is required for those interested in volunteering, and will include in-depth training on expungements, sealings, and clemencies, as well as how to read a rap sheet. Trainings are held once per month.

Time Commitment: After completing the one-hour training, volunteers must commit to completing a minimum of three, three-hour sessions working at the Desk, which can be scheduled at the volunteer's convenience.

Contact: Volunteer Coordinator, 312-266-1345, info@cglanet.net

CARPLS

17 North State Street
Suite 1850
Chicago, IL 60602

Phone: 312-738-9200

Fax: 312-223-1522

Website: www.carpls.org

TTY: 312-738-9433

As the front door for legal aid services in Cook County, the CARPLS Legal Aid Hotline helps thousands of low-income families find answers to everyday legal problems including housing, employment, education, consumer debt, divorce, guardianships, estates, injuries to person or property, public benefits, health care and more. Whatever the legal problem, CARPLS' attorneys can help clients better understand their rights and the remedies available to them under the law. CARPLS does not represent clients in court. If in-court representation is required, the CARPLS attorneys will assist with a referral to an appropriate full-service legal aid agency if one is available. The Hotline service is free to low-income residents of Cook County.

General Time Commitment: A minimum of 20 hours annually

Process for becoming a volunteer: CARPLS offers a variety of pro bono opportunities for private attorneys and law students who are interested in legal aid service. Volunteers are provided training and support in limited practice areas that include: Landlord/Tenant, Consumer Debt/Collection, Simple Divorce or Employment. Attorneys and law students who participate in one or more pro bono projects are required to commit to a minimum of 20 hours of service annually.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. The CARPLS Volunteer Coordinator and Senior Staff attorneys coordinate and supervise volunteer attorneys.

Sample Opportunities:

Collection Self-Help Desk

The Collection Self-Help Desk is a court-based project designed to provide information, advice and referrals to pro se debtors and creditors with cases on the post-judgment collection call. The Desk is open Monday, Tuesday, Thursday and Friday from 9:00 am to 12:00 pm and is located inside the Post-Judgment Collection Court in Room 1401 of the Daley Center.

Practice areas: Consumer Law

Opportunity type: Client Intake/Interviewing/Advice, Non-representation

Volunteer types accepted: Attorney, Law Student, Retired Attorney

Volunteer availability: Business hours, Short time periods (4 hours or less)

Skills acquired: Client Counseling

Skills required: Basic legal knowledge

Training: Volunteers receive training as needed, written training materials are available as well as support from CARPLS attorneys who specialize in post-judgment collections.

Contact: Ashlee Highland, 312-738-9494, ahighland@carpls.org

Domestic Relations Self-Help Desk

The Domestic Relations Self-Help Desk is a court-based project designed to help pro se litigants help themselves by providing information and advice on how to more effectively navigate the family court system. Attorneys at the Desk also assist clients with drafting simple family law pleadings and provide legal aid referrals when available to clients with more complex family law matters. Located on the 30th floor of the Richard J. Daley Center, the Desk is open Monday through Friday from 9:00 am to 1:00 pm. Volunteer opportunities at the Desk are currently limited only to experienced family law practitioners.

Practice areas: Family Law

Opportunity type: Client Intake/Interviewing/Advice, Non-Representation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours, Short time periods (4 hours or less)

Skills acquired: Client Counseling

Skills required: Experienced Family Law Attorney

Training: Volunteer opportunities at the Desk are currently limited only to experienced family law practitioners. Family law attorneys receive training and support from CARPLS attorneys on providing assistance to pro se clients, the parameters of service at the desk and the software used at the desk.

Contact: Susan Craven, 312-738-9494, scraven@carpls.org

“Nightline” – Evening Advice and Referral Hotline

The CARPLS Hotline receives calls from the public regarding their legal needs and provides limited advice and referrals to legal aid agencies to callers. The Hotline is open one night each week on Wednesday between 5:00 pm and 8:00 pm to assist clients who are unable to access the Hotline during its normal daytime operating hours. Volunteers are provided training and support in a limited practice area that includes Landlord/Tenant, Consumer Debt/Collection, Simple Divorce, and Employment. The Nightline shift is only open to licensed attorneys who are willing to commit to one or more evening shifts a month.

Practice areas: Debt Collection & Repossession, Divorce/Separation/Annulment, Employment, Landlord/Tenant

Opportunity type: Client Intake/Interviewing/Advice, Non-Representation

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Evenings, Short time periods (4 hours or less)

Skills acquired: Client Counseling, Client/Witness Interviewing

Skills required: Basic legal knowledge

Training: Volunteers are offered regular substantive and procedural trainings on a quarterly basis and support in a limited practice area which includes: Landlord/Tenant, Consumer Debt/Collection, Simple Divorce, and Employment.

Time Commitment: One or more 3 hour evening shifts a month.

Contact: Matt Gallagher, 312-738-9494, mgallagher@carpls.org

Center for Conflict Resolution

11 East Adams Street
Suite 500
Chicago, IL 60603

Phone: 312-922-6464
Fax: 312-922-6463
Website: www.ccrchicago.org

The Center for Conflict Resolution (CCR) is a not-for-profit provider of pro bono mediation services and conflict management training. CCR's services are flexible and cost-effective, based on a track record of over 25,000 mediated cases and backed by the expertise of knowledgeable, dedicated volunteers and employees. Every year CCR provides free mediation services in over 2,000 cases, trains hundreds of new mediators, facilitates meetings and works with dozens of businesses, government agencies and organizations to create custom-designed dispute resolution systems and training programs. The Center for Conflict Resolution's mission is to work with individuals, communities, courts and other institutions to manage and resolve conflict. CCR offers pro bono mediation services through programs developed in the Circuit Court of Cook County including the Daley Center, Maywood, Markham, Bridgeview and Rolling Meadows courthouses, misdemeanor branch courts and Juvenile Court.

General Time Commitment: Volunteers must commit to mediating twice a month.

Process for becoming a volunteer: The Center seeks volunteers with the following qualities: the ability to suspend judgment, unflappability, flexibility, empathy, excellent communication skills, adherence to CCR's process, and the ability to handle parties with strong emotions. In order to be approved as a volunteer mediator, an individual must: attend the CCR 40-hour Performance-Based Mediation Skills Training, demonstrate a very high skill level at the conclusion of the training, and commit to mediation twice a month for eighteen months.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: No

Sample Opportunity:

Mediator

The Center for Conflict Resolution (CCR) offers the unique opportunity to gain diverse experience in the mediation field, a field in which novice and professional mediators alike often have difficulty gaining experience. Because of volunteer mediators, CCR is able to offer free mediation services to people who would otherwise not be able to afford them. Once trained and approved as a volunteer, CCR mediators can mediate a wide array of matters, including: criminal misdemeanor, juvenile delinquency, landlord/tenant disputes, neighbor disputes, small claims, Chancery cases, sexual harassment claims, employment discrimination claims, and matrimonial-fee disputes.

Practice areas: Child Law, Criminal Law, Discrimination, Employment, Family Law, Housing

Opportunity type: Mediation/Arbitration

Volunteer types accepted: Attorney, Government Attorney, Law Student, Non-Lawyer Volunteer, Paralegal, Retired Attorney

Volunteer Availability: Evenings, Business hours, Short time periods (4 hours or less)

Skills Acquired: Mediation/Arbitration

Skills Required: CCR Mediation Training

Training: All potential CCR Volunteer Mediators must attend the CCR 40-hour Performance-Based Mediation Skills Training and be able to demonstrate a very high skill level by the end of the training.

Contact: Andrew Starr, 312-922-6464 ext. 21, astarr@ccrchicago.org

Center for Economic Progress–Midwest Tax Clinic

29 East Madison Street
Suite 910
Chicago, IL 60602

Phone: 312-252-0280
Fax: 312-252-0285

Website: www.centerforprogress.org

The Center for Economic Progress is a non-profit organization, which seeks to increase economic opportunities for low-income families, children, and individuals by improving access to public, private, and non-profit programs and services, thus promoting economic empowerment and encouraging self-sufficiency. The Midwest Tax Clinic, a project of the Center, is a free resource for Illinois residents with household incomes at or below 250% of poverty who face a controversy with the Internal Revenue Service. With sound guidance from knowledgeable attorneys, accountants, professionals and law students who donate their time, individuals and families can work to resolve their tax problems with confidence.

General Time Commitment: The time commitment varies based on the type of volunteer opportunity selected.

Process for becoming a volunteer: Prospective volunteers should visit the Center for Economic Progress' website and select the Midwest Tax Clinic as the volunteer opportunity. Clinic staff will contact interested volunteers regarding upcoming orientations and trainings.

Does the organization offer malpractice insurance coverage to volunteers: No

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. The Midwest Tax Clinic has a volunteer supervising attorney who is available to provide assistance by phone or in person.

Sample Opportunities:

Preparation of Income Tax Returns

Volunteer attorneys prepare prior year and amended income tax returns for low-income families.

Practice areas: Taxes

Opportunity type: Accounting/Financial, Transactional

Volunteer types accepted: Attorney, Paralegal, Law Student, Non-Lawyer Volunteer, Retired Attorney

Volunteer availability: Weekends

Skills acquired: Tax Preparation, Client Counseling, Case Management

Skills required: Basic legal and tax knowledge

Training: Offers an annual eight hour training session that trains volunteers on the software application and in preparing tax returns.

Time Commitment: 4 hours per week for 12 weeks is desirable.

Contact: Rolando Palacios, 312-630-0274, rpalacios@centerforprogress.org

Tax Clinic Help Days

Volunteer attorneys can attend each Tax Clinic Help Day, held during alternating Saturdays. As IRS-designated level “A” (highest tier) representatives, volunteer attorneys can join other attorneys, as well as volunteer CPAs and law students, in handling low-income taxpayer clinic (LITC) controversy cases. Tax compliance services are also offered, as needed, ancillary to active controversy cases. Volunteers provide tax mediation services, attend client meetings, prepare prior or amended tax return preparation, and provide representation in U.S. Tax Court.

Practice areas: Taxes

Opportunity type: Accounting/Financial, Transactional Matters

Volunteer types accepted: Attorney, Paralegal, Law Student, Non-Lawyer Volunteer, Retired Attorney

Volunteer availability: Weekends

Skills acquired: Case Management, Client Counseling, Client/Witness Interviewing, Negotiating

Skills required: Basic legal and tax knowledge

Training: The Clinic provides a one-hour orientation and Clinic staff will match new volunteers with experienced volunteers.

Time Commitment: Clinic Help Days are two Saturdays per month for half the day.

Contact: Rolando Palacios, 312-630-0274, rpalacios@centerforprogress.org

Tax Representation Pro Bono Opportunity

Pro bono volunteers will assist low-income clients in resolving tax controversies with the IRS. Volunteer attorneys agree to take 1–2 cases per year. Volunteers work at their own offices with clients who are referred by the Clinic.

Practice areas: Taxes

Opportunity type: Accounting/Financial, Transactional Matters

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Evenings, Weekends

Skills acquired: Case Management, Client Counseling, Client/Witness Interviewing, Negotiating, Trial Skills

Skills required: Basic legal and tax knowledge

Training: Training is available on-line and case specific training and orientation will be provided.

Time Commitment: Varies from 10–40 hours depending on the case.

Contact: Rolando Palacios, 312-630-0274, rpalacios@centerforprogress.org

Centro Romero

6216 North Clark Street
Chicago, IL 60660

Phone: 773-508-5300 ext. 19

Fax: 773-508-5399

Website: www.CentroRomero.org

The mission of Centro Romero is to provide opportunities for the Latino community. Through education, Centro Romero emphasizes the development of the entire family unit, the creation of community leadership, and self-reliance. Through its Latin American Legal Assistance Project, Centro Romero provides legal assistance in family-based immigration and citizenship and also accepts a limited number of Violence Against Women Act (VAWA) self-petitioning cases.

General Time Commitment: Most volunteers contribute 2–5 hours per week, under direct attorney supervision.

Does the organization offer malpractice insurance coverage to volunteers: No

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. The staff attorney generally remains the attorney of record.

Sample Opportunities:

Citizenship and Naturalization Program

Centro Romero participates in the New American Initiative (NAI) program that assists qualified and eligible permanent residents to apply to naturalize to become United States Citizens. Volunteers assist persons in information and documentation collection and organization and other preparations for applying on Form N-400. Volunteers work under direct attorney and Board of Immigration Appeal Accredited Representative supervision.

Practice areas: Immigration

Opportunity type: Client Intake/Interviewing/Advice, Educating the Public about the Law

Volunteer types accepted: Attorney, Law Student, Non-Lawyer Volunteer, Paralegal, Retired Attorney, Government Attorney

Volunteer availability: Weekends

Skills acquired: Client Counseling, Writing/Drafting

Skills required: Basic legal knowledge

Training: Training sessions, facilitated with a power-point presentation, are scheduled as requested or required.

Contact: Susana Salgado Aparicio, 773-508-5300 x 21, s.salgado@centroromero.org

Immigration Direct Service

Centro Romero seeks volunteer attorneys to provide counseling and representation to individuals in family-based immigration petitions, family petitions for relatives, adjustment of status to permanent residency, consular processing, and representation before the United States Immigration Service.

Practice areas: Immigration

Opportunity type: Legal Representation

Volunteer types accepted: Attorney, Law Student, Non-Lawyer Volunteer, Paralegal, Retired Attorney

Volunteer availability: Evenings, Weekends

Skills acquired: None

Skills required: Basic legal knowledge

Training: Centro Romero offers general orientation regarding the activities of its legal department, training on the use of library and electronic resources and training and direct supervision for the specific assignment(s) accepted.

Contact: Frank Melone, 773-508-5300 x 19, f.melone@centroromero.org

Legislation and Regulation Monitoring and Advocacy

Centro Romero regularly monitors and advocates for legislation affecting the immigrant communities the agency serves. These activities are strictly non-partisan and involve the following specific activities: 1. Identify, monitor, and track policy, legislative and regulatory developments that impact, whether positively or negatively, the organization's service community of immigrants and newcomers. 2. Prepare detailed analysis and evaluation of selected developments. 3. Draft memorandums, position papers, official comments for the Federal Register, newsletter articles, Web-postings, and perhaps even amicus briefs.

Practice areas: Immigration

Opportunity type: Preparing Education Materials, Legislative and Community Advocacy

Volunteer types accepted: Law Student, Non-Lawyer Volunteer, Retired Attorney

Volunteer availability: Evenings, Weekends

Skills acquired: Writing/Drafting

Skills required: Basic legal knowledge

Training: Centro Romero offers general orientation regarding the activities of its legal department, training on the use of library and electronic resources and training and direct supervision for the specific assignment(s) accepted.

Contact: Frank Melone, 773-508-5300 x 19, f.melone@centroromero.org

Preparation of VAWA Self-Petitions

Certain provisions of the Violence Against Women Act (the VAWA) allow a victim of physical or emotional abuse by her husband to petition on her own behalf for immigration status in the United States. She may, if qualified, proceed with her case to become a lawful permanent resident without reliance on or continued involvement of the abuser. The applicant must prove that she is married to a citizen or legal permanent resident and that she was the victim of domestic abuse by her spouse. Volunteers assist clients with the

preparation and filing of VAWA self petitions. There is no court appearance or litigation involved with this opportunity.

Practice areas: Immigration

Opportunity type: Legal Representation

Volunteer types accepted: Attorney, Law Student, Non-Lawyer Volunteer, Paralegal, Retired Attorney

Volunteer availability: Evenings, Weekends

Skills acquired: Client/Witness Interviewing

Skills required: Basic legal knowledge, Spanish fluency

Training: Centro Romero offers general orientation regarding the activities of its legal department, training on the use of library and electronic resources and training and direct supervision for the specific assignment(s) accepted.

Contact: Frank Melone, 773-508-5300 x 19, f.melone@centroromero.org,

Representation in Deportation Proceedings

Volunteers may represent clients in deportation (or removal) proceedings before administrative tribunals. Centro Romero accepts only a limited number of cases that will proceed before the Immigration Court and Board of Immigration Appeals. Due to the limited acceptance of these cases, this opportunity may or may not be available at any given time.

Practice areas: Immigration

Opportunity type: Litigation-Administrative Proceedings, Case Management, Client Intake/Interviewing/Advice

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: Centro Romero offers general orientation regarding the activities of its legal department, training on the use of library and electronic resources and training and direct supervision for the specific assignment(s) accepted. Training about Immigration Court procedure and BIA Appeals is also provided. This volunteer opportunity, when available, involves a volunteer working with Centro Romero's staff attorney and other staff to resolve the matter or to take the case to hearing.

Contact: Frank Melone, 773-508-5300 x 19, f.melone@centroromero.org

Chicago Coalition for the Homeless—Law Project

1325 South Wabash Avenue
Suite 205
Chicago, IL 60605

Phone: 312-435-4548

Fax: 312-435-0198

Website: <http://www.chicagohomeless.org>

Toll Free: 1-800-940-1119

The Chicago Coalition for the Homeless (CCH) organizes and advocates to prevent and end homelessness. The Law Project of the Chicago Coalition for the Homeless provides legal advice and representation to individuals and families who are homeless or at risk of homelessness, with a focus on ensuring homeless children and youth have access to school and educational services.

General Time Commitment: Time commitments for volunteers vary and depend on the nature of the case accepted.

Process for becoming a volunteer: Contact the agency.

Does the organization offer malpractice insurance coverage to volunteers: No

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: No

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes

Sample Opportunities:

Educating Homeless Families Attempting to Enroll Children in School

The Chicago Coalition for the Homeless has an immediate need for volunteers to help distribute information and provide assistance to homeless families attempting to register in school. The definition of "homeless" includes families who are doubled up due to loss of housing, economic hardship or a similar reason. These families have a right to immediate enrollment of their children without records, immunizations, birth certificates, etc. They also have the right to return to a previous school even if they are no longer residing in that area. The schools must provide transportation to enable that. With the help of volunteers, CCH would like to go to schools, shelters, and community organizations throughout the city and suburbs to provide flyers and brochures and offer to assist families in understanding their rights.

Practice areas: Education, Housing

Opportunity type: Educating the Public about the Law

Volunteer types accepted: Attorney or Paralegal

Volunteer availability: Business hours, Some Evenings and Weekend Opportunities

Skills acquired: Public Speaking, Client Interaction

Skills required: Basic legal knowledge

Training: CCH will provide training and brochures to volunteers.

Time Commitment: Outreach and education of homeless families is a 2–3 hour time commitment (including travel to schools and homeless shelters), which volunteers can conduct on a weekly or monthly basis.

Contact: Laurene Heybach, 312-435-4548

Representing a Family or Youth Experiencing Homelessness

Volunteers are needed to provide direct legal representation to individuals who are homeless or at risk of homelessness. The majority of legal representation involves access to school and educational services for children and youth who are homeless. Some of these cases are quickly resolved in an informal manner by negotiating with the school district. Others include representing the child or youth in a dispute resolution process in accordance with the Illinois Education for Homeless Children Act. Some of the dispute resolution cases result in an appeal to the Illinois State Board of Education and/or litigation in circuit court.

Practice areas: Education

Opportunity type: Legal Representation (including Litigation in some cases)

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Brief Writing, Client Counseling, Client/Witness Interviewing, Negotiating, Pre-Trial Skills

Skills required: Basic legal knowledge

Training: Training on the educational rights of homeless children and youth will be provided by CCH. The training is customized based on the needs of the volunteer. Written training materials are also provided. Staff attorneys are also available to provide assistance to volunteers with their cases.

Time Commitment: Direct representation of a student who is homeless in order to get the child enrolled in school could be very brief and accomplished primarily through advocacy with school officials or could involve a dispute resolution process and/or litigation taking 10–20 hours of time.

Contact: Laurene Heybach, 312-435-4548

Legislative Advocacy on Issues Affecting Education of Children Who Are Homeless

CCH works on a variety of legislative matters on the local, state and federal level. Examples include legislation to increase state funding for homeless education, amendments to state homeless education law and policy, and other legislation regarding access to school.

Practice areas: Legislation

Opportunity type: Legislative and Community Advocacy

Volunteer types accepted: Attorney, Paralegal

Volunteer availability: Business hours

Skills acquired: Drafting Legislation and Fact Sheets, Letter Writing, Interaction with Legislators and Legislative Staff, Negotiating

Skills required: Basic legal knowledge

Training: CCH will provide training on legislative advocacy and substantive legislative issues.

Time Commitment: The time commitment for legislative work is a minimum of one hour per week.

Contact: Laurene Heybach, 312-435-4548

Enforcement and Collection of Judgments

CCH needs volunteer attorneys to collect judgments in several fair housing cases in which a CCH client has already prevailed and been awarded damages.

Practice areas: Collection of Judgments and Real Estate

Opportunity type: Legal Representation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Litigation, Negotiating

Skills required: Basic legal knowledge and experience in enforcing judgments

Training: CCH will provide training as needed.

Contact: Laurene Heybach, 312-435-4548

Chicago Lawyers' Committee for Civil Rights Under Law, Inc.

100 North LaSalle Street
Suite 600
Chicago, IL 60602

Phone: 312-630-9744

Fax: 312-630-1127

Website: www.clccrul.org

The Chicago Lawyers' Committee for Civil Rights Under Law, Inc. is a public interest law consortium of Chicago's law firms. The Committee promotes and protects civil rights, particularly the civil rights of the poor, minority and disadvantaged people in order to facilitate their participation in the social, economic and political systems of our nation.

General Time Commitment: Varies depending on the opportunity.

Process for becoming a volunteer: Volunteers are drawn from attorneys who are partners and/or associates of law firms that are members of the Chicago Lawyers' Committee for Civil Rights Under Law.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Research and training are regularly provided.

Does the organization provide a licensed attorney to support volunteers: Yes

Sample Opportunities:

Representation in Employment Cases

The Employment Opportunity Project contests discrimination in hiring, promotion and retention. The Project also represents victims of employment discrimination in short term mediations, and provides assistance to pro se plaintiffs in the Northern District's Settlement Assistance Program. The Project works to reduce barriers to employment faced by people of color, women and the poor, and also to preserve affirmative action programs and eliminate sexual harassment in the workplace. Volunteers will represent clients in mediations before the Equal Employment Opportunity Commission, in settlement conferences in federal court, or in federal employment discrimination cases.

Practice areas: Employment

Opportunity type: Legal Representation

Volunteer types accepted: Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client Counseling/Representation, Writing/Drafting

Skills Required: Employment Discrimination Litigation Experience

Time Commitment: Mediations are typically 24-40 hours. The federal employment discrimination cases vary but will usually require a minimum of 100 hours.

Training: CLCCRUL provides a 4-5 hour mediation training. CLCCRUL staff attorneys will co-counsel with volunteer attorneys on the federal employment discrimination cases, but are only seeking volunteers with experience for those matters.

Contact: 312-630-9744

Fair Housing Project

The Fair Housing Project enforces laws prohibiting discrimination in housing and works to increase the availability of affordable housing. The Project works to implement the federal Fair Housing Act and state and local laws prohibiting discrimination. The Project seeks to eliminate mortgage discrimination and insurance redlining and to protect the rights of residents of public and subsidized housing. The Project uses fair housing testing to uncover illegal practices. Volunteer attorneys represent plaintiff before the Chicago Commission on Human Relations or the United States Department of Housing and Urban Development or may represent the client in federal litigation stemming from Fair Housing Act violation.

Practice areas: Housing

Opportunity type: Legal Representation

Volunteer types accepted: Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client Counseling/Representation, Writing/Drafting

Skills Required: Litigation

Time Commitment: Matters before the Chicago Commission on Human Relations and HUD are typically 50 hours and federal litigation approximately is approximately 100 hours.

Training: CLCCRUL staff attorneys will co-counsel with volunteer attorneys and training can be provided as needed.

Contact: 312-630-9744

Civil and Criminal Representation of Victims of Bias Violence

The Project to Combat Bias Violence provides civil and criminal pro bono representation for people targeted for crime because of race, religion, ethnic origin, sexual orientation, disability, and gender. Volunteer attorneys provide clients with advocacy assistance in conjunction with the State's Attorney's office regarding the criminal prosecution as well as representation of the victim in civil proceedings.

Practice areas: Civil Rights, Discrimination, Criminal Law

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer Availability: Business hours

Skills Acquired: Client Counseling/Representation, Writing/Drafting, Case Management

Skills Required: Litigation

Time Commitment: Approximately 50 hours.

Training: CLCCRUL staff attorneys will co-counsel with volunteer attorneys and training can be provided as needed.

Contact: 312-630-9744

Chicago Legal Advocacy for Incarcerated Mothers (CLAIM)

70 East Lake Street
Suite 1120
Chicago, IL 60601-5959

Phone: 312-675-0912

Fax: 312-675-0915

Website: www.claim-il.org

CLAIM provides legal and educational services to help mothers who are in jail, in prison, on work release, and on parole preserve their families. Through public advocacy, CLAIM promotes policies and programs to benefit families of imprisoned mothers. CLAIM relies on volunteers to expand its services representing mothers and their children's guardians, and interviewing mothers in the Cook County Jail.

General Time Commitment: 4-25 hours, depending on the case.

Process for becoming a volunteer: CLAIM's process for becoming a volunteer varies depending upon the type of volunteer opportunity selected. For CLAIM's Jail Family Law Clinic, lawyers and 711-licensed law students must attend an orientation and training session. Lawyers with substantial expertise in family law may attend the orientation portion only. Volunteer lawyers who want to learn how to represent clients for simple guardianship or divorce cases must attend a training session before being assigned a case. Contact CLAIM for a schedule of upcoming sessions. Volunteer lawyers for the Panel Program

who already have expertise in family law should contact the CLAIM staff and provide information about your experience and availability. Volunteers for CLAIM's Jail Project Saturday Law Classes must attend a CLAIM training session and an orientation session at the Jail.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. Staff attorneys are available to discuss CLAIM cases with volunteers. In addition, volunteers for the Jail Family Law Clinic are encouraged to attend a monthly pizza night to share strategy and solve problems.

Sample Opportunities:

Jail Family Law Clinic

The Family Law Clinic is intended to provide legal advice for mothers in Cook County Jail. Volunteers will be provided with guideline interview questions, intake forms, information about making attorney visits at the Jail, and a list of referrals to programs that help women build stronger cases regarding child custody. Volunteers will work in cooperation with the CLAIM staff attorneys. When appropriate, volunteers will be asked to draft a case summary to help place the case with a CLAIM volunteer lawyer for representation. Due to the Jail's restrictions, this opportunity is open only to licensed attorneys and law students who have a 7U license.

Practice areas: Family Law

Opportunity type: Client Intake/Interviewing/Advice

Volunteer types accepted: Attorney, Law Student

Volunteer availability: Evenings, Weekends, Short time periods (4 hours or less), In a Group

Skills acquired: Case Management, Client Counseling, Client/Witness Interviewing, Writing/Drafting

Skills required: Basic legal knowledge

Training: During a six-hour training, volunteers will learn how to give incarcerated mothers sound legal advice on family law issues, including domestic relations, minor guardianship and foster care cases.

General Time Commitment: The Jail Family Law Clinic requires 2–4 hours per month. Volunteers are asked to make a commitment to go to the Jail once a month and meet with at least two women, and to stay with the program for at least one year.

Contact: Gail Smith, 312-675-0912, GailTSmith@aol.com

Jail Project Saturday Law Classes

The CLAIM Jail Project utilizes lawyers, paralegals and law students to teach law classes to women in the Cook County Jail. Weekly law classes are held on Saturdays in the two women's divisions in Cook County Jail. Volunteers teach a two-hour class approximately once per month, in teams of two. Topics include criminal procedure and sentencing, child custody and foster care issues, and appeals.

Practice areas: Criminal Law, Prisoner's Rights, Foster Care, Family Law

Opportunity type: Educating the Public about the Law

Volunteer types accepted: Attorney, Paralegal, Law Student, Retired Attorney, Government Attorney

Volunteer availability: Weekends

Skills acquired: Public Speaking

Skills required: Basic legal knowledge

Training: CLAIM provides an annual fall training for volunteers who wish to teach the class, and an orientation to Jail procedures. The Jail provides a separate volunteer orientation. The Jail Project training is held three times each year and includes a comprehensive manual and all teaching materials used in the classes.

Contact: Gail Smith, 312-675-0912, GailTSmith@aol.com,

Representation in Family Law Cases

The CLAIM "Panel Program" recruits volunteer lawyers with expertise in family law to represent female prisoners, female former prisoners and prospective guardians of children of imprisoned parents. Panel volunteers occasionally have represented fathers in appropriate cases as well.

Practice areas: Family Law

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Client/Witness Interviewing, Motion Practice, Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: Training is available on minor guardianship, divorce, and child custody. Volunteers who do not yet have experience in family law must attend training before being assigned a case.

General Time Commitment: The Panel Program requires 11–25 hours, depending on the case.

Contact: Gail Smith, 312-675-0912, GailTSmith@aol.com

Chicago Legal Clinic

2938 East 91st Street
Chicago, IL 60617

Phone: 773-731-1762

Fax: 773-731-4264

Website: www.clclaw.org

The Chicago Legal Clinic, Inc. is a private not-for-profit legal service agency with four offices (South Chicago, Pilsen, Austin, and Downtown) providing legal services on a sliding scale to low-income Chicago area residents. Legal services are provided in the areas of: family law (divorce, child support, visitation, paternity, adoption, domestic violence), guardianships of minors and disabled adults, decedents' estates, Social Security disability claims, debt counseling, Chapter 7 bankruptcies, immigration and environmental law.

General Time Commitment: The time commitment for attorneys who represent clients through the Clinic's Pro Bono Program will vary

depending on the type of case accepted: a case usually takes a minimum of ten hours. The time commitment at the Chancery Advice Desk is six days during a three-month period.

Process for becoming a volunteer: Volunteer attorneys are asked to complete a Pro Bono Registration form available at www.clclaw.org.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: No

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. The Clinic's Pro Bono Program Director is a licensed attorney who is able to provide support. The Chancery Advice Desk is supervised by two licensed attorneys.

Sample Opportunities:

Chancery Court Assistance Desk Volunteer

The Chancery Advice Desk assists pro se litigants facing foreclosure on their mortgages as well as other cases in which they are involved in the Circuit Court's Chancery Division. Volunteers are asked to assist pro se litigants by providing advice and guidance and making appropriate referrals. Volunteers are not asked to provide direct representation to individuals. The Desk operates daily from 9:00 am until 3:30 pm at the Daley Center.

Practice areas: Consumer Law, Housing, Administrative Review

Opportunity type: Client Intake/Interviewing/Advice

Volunteer types accepted: Attorney, Retired Attorney

Volunteer Availability: Business hours, Short time periods (4 hours or less)

Skills Acquired: Case Management, Client Counseling, Client/Witness Interviewing, Motion Practice, Writing/Drafting

Skills Required: Basic legal knowledge

Time Commitment: Volunteers are requested to work six days during a three month period.

Training: Clinic attorneys will train volunteers on Chancery Court matters, such as mortgage foreclosure, name changes and administrative agency reviews. A training manual is also provided.

Contact: Lori Vancura, 312-603-3031, lvancura@clclaw.org,

Representation in a Legal Matter

Through Chicago Legal Clinic's Pro Bono Program, low-income clients with meritorious civil legal problems are matched with private attorneys who are willing to represent them on a voluntary basis.

Practice areas: Bankruptcy (Chapter 7), Child Support, Contracts, Decedent's Estates, Divorce, Environmental Law, Guardianships of Disabled Adults, Immigration, Real Property, Tort Defense, Visitation

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client Counseling, Client/Witness Interviewing, Mediation/Arbitration, Motion Practice, Negotiating, Trial Skills, Writing/Drafting

Skills Required: The Clinic requests that attorneys have experience in the areas of law in which they take a case.

Time Commitment: 10–100 hours.

Training: Training is provided for Guardianship of Disabled Adult cases by the Clinic's Pro Bono Director.

Contact: Veda Dmitrovich, 773-731-1762, vdmitrovich@clclaw.org

Child Support and Paternity Advice Desk

The desk provides advice to individuals in child support and paternity cases that are heard at 32 W. Randolph, Chicago, IL.

Practice Areas: Child Support and Paternity

Opportunity Type: Self-Help Desk

Volunteer types accepted: Attorney, Retired Attorney

Volunteer Availability: Business hours

Skills Acquired: Client Counseling

Skills Required: Basic legal knowledge

Training: Training provided by Clinic attorney.

Time Commitment: Six days of volunteer service during a three-month period.

Contact: Laura Vallejo, 312-603-7397, vallejo@clclaw.org

Chicago Volunteer Legal Services Foundation (CVLS)

100 North LaSalle Street
Suite 900
Chicago, IL 60602

Phone: 312-332-1624

Fax: 312-332-1460

Website: www.cvls.org

CVLS volunteers and staff attorneys represent low-income Chicagoans (the working poor) in a wide variety of civil matters. While much of their work involves litigation, they also handle administrative and non-litigation matters. They handle cases involving divorce, custody, adult and minor guardianships, adoption, mortgage foreclosure defenses including cases involving fraud and predatory lending, tort defense, immigration, taxation, consumer contract issues, collection defense, bankruptcy, and landlord-tenant matters (including evictions, representing either landlords or tenants). They draft powers of attorney and living/testamentary wills. CVLS' caseload is heavily weighted to family law, real estate and consumer issues. Supporting volunteers is a priority for CVLS staff.

General Time Commitment: Volunteers may handle one case at a time. The length of a matter depends on the case type and complexity. Most cases would likely require a minimum of 10 hours.

Process for becoming a volunteer: Prospective volunteers can attend an orientation and informational program, held monthly during the lunch hour at CVLS' Administrative Office in the Loop. The schedule is posted on the agency's website. Advance registration is not required.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. CVLS has experienced staff attorneys available to provide support to volunteers. Volunteer support is CVLS' priority.

Sample Opportunities:

CVLS Neighborhood Legal Clinics

CVLS runs approximately 20 neighborhood legal clinic at various times and locations throughout Chicago. Intake interviews and advice and referrals are handled at these clinics. When appropriate, volunteers may also choose to represent a client who has visited the clinic in their legal matter. Individuals or groups of volunteer attorneys and paralegals are welcome to volunteer at a clinic. All CVLS clinics meet weekday evenings or Saturday or Sunday mornings. Paralegals are welcome to handle clinic intake and paperwork.

Practice areas: Consumer Law, Elder Law, Family Law, Guardianship & Estates, Housing, Immigration, Public Benefits, Torts & Insurance,

Opportunity type: Legal Clinic, Client Intake/Interviewing/Advice

Volunteer types accepted: Attorney, Paralegal, Retired Attorney, Government Attorney

Volunteer Availability: Evenings, Weekends, Short time periods (4 hours or less), In a Group

Skills Acquired: Client Intake/Interviewing/Advice, Client Counseling

Skills Required: Basic legal knowledge

Training: CVLS conducts monthly seminars on a variety of legal topics for its volunteers and has training manuals covering a wide range of substantive areas of practice. CVLS's staff attorneys are also available to provide guidance and support.

Contact: Volunteer Coordinator, 312-332-1649, volunteer@cvls.org

Representation in Chancery Court Access to Justice Program

Chancery Court judges appoint CVLS to represent low-income individuals with meritorious claims or defenses. Volunteers represent low-income individuals who find themselves on the verge of losing their homes in Cook County's Chancery courts. Pro Bono Attorneys also represent clients who are challenging subsidized housing evictions and other governmental administrative appeals.

Practice areas: Housing Law, Homeownership, Mortgage Foreclosure

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client/Witness Interviewing, Motion Practice, Trial Skills, Writing/Drafting

Skills required: Basic Legal Knowledge

Training: The agency provides a written training manual, sample pleadings and briefs and support and guidance from a staff attorney.

Time Commitment: Varies depending on the matter, but 50–100 hours.

Contact: Patricia Nelson, 312-332-5539, pnelson@cvls.org

Guardian ad litem for Disabled Adults

The Probate Court appoints CVLS to serve as Guardians ad litem (GALs) for alleged disabled adults. A volunteer attorney acting as a GAL visits with the allegedly disabled adult at his or her residence, reviews medical and other records and writes a report for the court detailing the investigation. There is usually only one court appearance. In very limited cases, a GAL may represent the allegedly disabled adult at a trial.

Practice areas: Guardianship & Estates

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Client/Witness Interviewing, Motion Practice, Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: CVLS provides written training materials supplemented by one-to-one work with an experienced staff attorney.

Contact: Peter Ashmore, 312-332-1688, pashmore@cvls.org

Guardian ad litem for Minors

Volunteer attorneys participating in the Guardian ad Litem (GAL) Program are appointed by the Probate Court to represent children in contested or problematic minor guardianship cases. Volunteer GALs investigate the parties, prepare a written report for the court, and act as a child's attorney in court proceedings.

Practice areas: Guardianship & Estates

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client/Witness Interviewing, Motion Practice, Trial Skills, Writing/Drafting

Skills Required: Basic legal knowledge

Training: CVLS provides a detailed, written training manual supplemented by one-to-one assistance from an experienced staff attorney.

Contact: Alecia Wartowski, 312-332-1916, awartowski@cvls.org

Representing Individuals in Various Legal Proceedings

Volunteer attorneys handle pro bono civil cases in many areas of law. A CVLS staff person will call an interested volunteer and describe a specific case. The volunteer can accept or decline it. CVLS staff makes every attempt to match a proposed pro bono case with the volunteer's interests, abilities and available time. CVLS provides extensive support throughout the case.

Practice areas: Consumer Law, Disability, Elder Law, Family Law, Guardianship & Estates, Housing, Immigration, Real Estate, Torts & Insurance

Opportunity type: Litigation, Transactional Matters

Volunteer types accepted: Attorney, Retired Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client Counseling, Client/Witness Interviewing, Motion Practice, Trial Skills, Writing/Drafting

Skills Required: Basic legal knowledge

Training: CVLS conducts monthly seminars on a variety of legal topics for its volunteers and has training manuals covering a wide range of substantive areas of practice. CVLS's staff attorneys are also available to provide guidance and support.

Contact: Volunteer Coordinator, 312-332-6436, volunteer@cvls.org

Children & Family Justice Center–Northwestern Bluhm Legal Clinic

357 East Chicago Avenue
Chicago, IL 60611

Phone: (312) 503-8576

Fax: (312) 503-8977

Website: www.law.northwestern.edu/cfjc

The Children's Law Pro Bono Project of the Children and Family Justice Center of the Bluhm Legal Clinic at Northwestern University School of Law, recruits, trains, mentors, and supports volunteer attorneys to represent children between the ages of six and eighteen in juvenile delinquency and school expulsion hearings.

General Time Commitment: 10–75 hours depending on the case type.

Process for becoming a volunteer: Prospective volunteers should contact the Children's Law Pro Bono Project Director. Trainings are held throughout the year at the request of a law firm and are also available via web cast. Those who are unable to attend a training in person will be required to watch a web cast video training on handling school expulsion or juvenile delinquency cases.

Does the organization offer malpractice insurance coverage to volunteers: No, volunteers are expected to have their own malpractice insurance.

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: No

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. The Director of the Project, who is also an attorney, provides as much support as the volunteer needs in their representation of the child. The Project also provides a "how to manual" and other sample documents to all volunteer attorneys prior to or upon receiving their case.

Sample Opportunities:

Juvenile Delinquency Cases

Children who are arrested for allegedly violating the law often have their case referred to Juvenile Court. Each child with a case referred to Juvenile Court has the right to be represented by an attorney in all of their court proceedings. Volunteer attorneys have the responsibility of representing the client in all of their court proceedings which may include taking the client's case to trial in the Juvenile Court of Cook County.

Practice areas: Child Law

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Due Diligence, Client/Witness Interviewing, Motion Practice, Negotiating, Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: Training is provided at the request of a firm or an individual. Trainings are also available online.

Time Commitment: A volunteer attorney normally spends between 25–75 hours on these types of cases.

Contact: Marjorie Moss, 312-503-8576, m-moss@law.northwestern.edu

Juvenile Expulsion Cases

Children who are accused of violating certain sections of the Chicago Public School's Student Code of Conduct may face an expulsion from school following an expulsion hearing (i.e. an administrative hearing). During the expulsion hearing, the Chicago Public Schools' prosecutor and the child's attorney have a chance to present testimony from witnesses and documentary evidence to prove why or why not the student should be expelled. An expulsion hearing is not as formal as a trial, but includes all of the same basic elements. Volunteer attorneys are responsible for representing the client, a student, in their school expulsion hearing.

Practice areas: Child Law

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Client/Witness Interviewing, Negotiating, Trial Skills

Skills required: Basic legal knowledge

Training: Training is provided at the request of a firm or an individual. Trainings are also available online.

Time Commitment: A volunteer attorney normally spends between 10–50 hours on these types of cases.

Contact: Marjorie Moss, 312-503-8576, m-moss@law.northwestern.edu

Juvenile Expungement Cases

Whenever a child is arrested, records are retained by Illinois courts and law enforcement agencies. Even if a child's case is dismissed or if the child is found not delinquent (i.e. not guilty), the child will still have a juvenile record. A juvenile record can greatly impact a child's future by making it more difficult, if not impossible, for that child to obtain employment, housing and funding for school. Expunging a juvenile's record is the legal process by which the child's juvenile and arrest records can be deleted from the system; thereby making them "off limits" to most people. The volunteer attorney represents the child in their expungement hearing as well as helping them fill out and file all of the necessary court-related paperwork.

Practice areas: Criminal Law, Child Law

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Client/Witness Interviewing, Trial Skills

Skills required: Basic legal knowledge'

Training: Training is provided at the request of a firm or an individual. Trainings are also available online.

Time Commitment: A volunteer attorney normally spends between 5–10 hours on these types of cases.

Contact: Marjorie Moss, 312-503-8576, m-moss@law.northwestern.edu

Community Economic Development Law Project (CEDLP)

100 North LaSalle Street
Suite 600
Chicago, IL 60602

Phone: 312-939-3638

Fax: 312-630-1127

Website: www.cedlp.org

The Community Economic Development Law Project (CEDLP) provides pro bono, non-litigation, transactional and business law representation to community based organizations in low-income neighborhoods of the Greater Chicago Metropolitan Area. CEDLP, a program of the Chicago Lawyers' Committee for Civil Rights Under Law, is dedicated to assisting Chicago's low-income communities in generating businesses, jobs, family income, and other necessities to enable people to improve the quality of their lives. Volunteer and staff attorneys provide non-litigation transactional legal services to community-based organizations, small businesses working to revitalize inner-city neighborhoods and low-income first-time homebuyers.

General Time Commitment: No specific time commitment; commitment varies depending on the project.

Process for becoming a volunteer: Prospective volunteers should call the office and speak to one of the staff attorneys. Attorneys with some experience are typically preferred.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Staff attorneys provide supervision for real estate closings and non-profit issues.

Sample Opportunities:

CEDLP Attorney Volunteers

Volunteer attorneys provide non-litigation, transactional and business law representation to community-based organizations in low-income neighborhoods of the Greater Chicago Metropolitan Area. These clients are involved in a wide range of economic and housing development activities. CEDLP volunteers also provide services related to the formation of for-profit corporations by low-income clients, and other for-profit business law assistance including contract and loan document review, and advice regarding employment law matters. Volunteers, ideally, should have some legal experience in the area of law the clients require since much of the work on behalf of the nonprofit development organizations involves fairly sophisticated real estate, zoning, or financing issues.

Practice areas: Economic Development, Employment Law, Environmental Law, Health Law, Housing Law, Public Benefits, Taxes, Unemployment Insurance, Workers Compensation

Opportunity type: Transactional Matters

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Interviewing, Writing/Drafting

Skills required: Basic legal knowledge

Training: Training can be offered upon request and staff attorneys are always available to provide support, direction, and referrals to experienced volunteers.

Time Commitment: Varies depending on cases, but ranges from 5–30 hours.

Contact: 312-939-3638, cedlp@cedlp.org

Nonprofit Legal Assessment Program

The Nonprofit Legal Assessment Program (NLAP) offers law firm and corporate legal departments an opportunity to work together to serve community-based clients that may face serious legal issues. As part of a team of attorneys, you will participate in a comprehensive review of a nonprofit client's governing, management, financial and operational policies and procedures. Volunteer attorneys will assess, with the organization's board and staff,

whether changes are necessary to bring the organization into compliance with government regulations or its own stated mission.

Practice areas: Contract, Corporate, Employment, Information Technology, Intellectual Property, Real Estate, Tax

Opportunity type: Transactional

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours

Skills acquired: Client/Witness Interviewing, Writing/Drafting, Client Counseling

Skills required: Basic legal knowledge

Training: Training can be offered upon request and staff attorneys are always available to provide support and direction and referrals to experienced volunteers.

Time Commitment: Depends on the client's needs, but generally ranges from 5–30 hours.

Contact: Jody Adler, 312-939-3638, jadler@cedlp.org

Seminar Presenter — Small Business

CEDLP uses volunteer attorneys to conduct legal skills workshops on business start-up issues and day care issues for home-based day care providers.

Practice areas: Employment Benefits, Employment Discrimination, Termination of Employment, Unemployment Insurance, Workers Compensation

Opportunity type: Educating the Public about the Law

Volunteer types accepted: Attorney

Volunteer availability: Evenings

Skills acquired: Public Speaking

Skills required: CEDLP is seeking attorneys who are experienced in the area in which they would like to be a volunteer presenter.

Time Commitment: Typically 2–4 hours.

Contact: Angie Hall, 312-939-3638, ahall@cedlp.org

“Choose to Own” Home Ownership Program

CEDLP is a partner organization working with the Chicago Housing Authority, Inc., the agency administering the Housing Choice Voucher program, to implement the Choose To Own initiative—a program that permits current Housing Choice Voucher holders to apply their subsidies to mortgage payments for single family homes, condominiums or townhouses in the City of Chicago. Volunteer attorneys assist clients with all aspects of closing on their new home under the program.

Practice areas: Housing, Real Estate

Opportunity type: Transactional

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours

Skills acquired: Client/Witness Interviewing, Writing/Drafting, Client Counseling, Negotiating

Skills required: Basic legal knowledge

Training: Volunteer attorneys are expected to attend a one-hour training session for experienced attorneys and a two-hour program for inexperienced attorneys.

Time Commitment: Typically, the time commitment is between 10–25 hours.

Contact: Angie Hall, 312-939-3638, ahall@cedlp.org

Constitutional Rights Foundation Chicago

407 South Dearborn Street
Suite 1700
Chicago, IL 60605

Phone: 312-663-9057

Fax: 312-663-4321

Website: www.crfc.org

The Constitutional Rights Foundation Chicago (CRFC) helps schools foster critical thinking skills and responsible civic action in students. This non-profit and non-partisan organization has worked at the national level in the design and implementation of quality law-related education (LRE) programs for elementary and secondary school students and their teachers.

General Time Commitment: CRFC asks attorney volunteers to make three visits to the classroom over the course of a school year. Each visit takes 2–3 hours.

Process for becoming a volunteer: Attorneys interested in participating in the Lawyers in the Classroom program attend a half-day training that introduces teaching materials and strategies. CRFC then matches attorneys with Chicago Public School elementary classrooms.

Does the organization offer malpractice insurance coverage to volunteers: N/A

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: N/A

Does the organization provide volunteers with research or clerking services: N/A

Does the organization provide a licensed attorney to support volunteers: N/A

Sample Opportunity:

Lawyers in the Classroom

Chicago Lawyers in the Classroom program partners attorneys with elementary classes to help students understand the U.S. Constitution and our legal system. CRFC trains attorneys to lead interactive lessons, provides teaching materials, and matches them with schools. Teams of attorneys from the Chicago area are partnered with Chicago Public Elementary School teachers and their students in 2nd–8th grade social studies classes. Currently, over 400 attorneys are working with 70 Chicago Public Schools through this program. Attorney teams are asked to visit their partner school a minimum of three times throughout the school year.

Practice areas: N/A

Opportunity type: Educating the Public about the Law

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours

Skills acquired: Public Speaking

Skills required: Basic legal knowledge

Training: Attorneys attend a three-hour training where they receive materials and strategies for teaching in elementary classrooms.

Contact: Jessica Chethik, 312-663-9057, chethik@crfc.org

Council on American-Islamic Relations (CAIR)-Chicago-Civil Rights Project

28 East Jackson Boulevard
Suite 1410
Chicago, IL 60604

Phone: 312-212-1520

Fax: 312-212-1530

Website: www.cairchicago.org

CAIR-Chicago is a local chapter of the nation's largest Muslim civil rights organization. The organization's mission is to encourage dialogue, protect civil liberties, empower American Muslims and build coalitions that promote justice and mutual understanding. CAIR-Chicago's Civil Rights Department counsels, mediates and advocates on behalf of Muslims and others who have experienced religious discrimination, defamation, or hate crimes.

General Time Commitment: The time commitment for volunteer attorneys is flexible and can be accommodated to fit the attorney's needs. However, volunteer attorneys are expected to follow cases or projects through to completion.

Process for becoming a volunteer: Those interested in volunteering should contact Christina Abraham, Civil Rights Coordinator, at 312-212-1520 or civilrights@cairchicago.org.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. The organization has one staff attorney to support the work of its volunteer attorneys.

Sample Opportunity:

Representation in Discrimination Cases

Volunteer attorneys will work closely with CAIR-Chicago's Staff Attorney and Civil Rights Coordinator in representing complainants who have experienced various forms of religious discrimination. Forms of discrimination may include, but are not limited to, employment discrimination, police misconduct, immigration, and defamation. Volunteer attorneys should commit to working on a case through its completion. The ideal volunteer attorney will possess excellent oral and written communication skills and an interest in protecting civil liberties in the United States.

Practice areas: Civil Rights, Employment Discrimination, Immigration, Prisoner's Rights

Opportunity type: Litigation, Transactional Matters

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Client/Witness Interviewing, Mediation/Arbitration, Negotiating, Writing/Drafting

Skills required: Basic legal knowledge

Training: Training is conducted on a one-on-one basis, or sometimes in small groups. CAIR provides written materials explaining CAIR's procedures and guidelines, how to handle certain types of cases, and how to work with clients who are mentally ill.

Contact: Christina Abraham, 312-212-1520, civilrights@cairchicago.org

Court Appointed Special Advocates (CASA)

1100 South Hamilton Street
8th Floor
Chicago, IL 60612

Phone: 312-433-4928

Fax: 312-433-4297

Website: www.casacookcounty.org

CASA of Cook County is a volunteer-based not-for-profit organization that trains individuals to advocate for safe and permanent homes on behalf of abused and neglected children in the Juvenile Court.

General Time Commitment: Volunteers spend approximately 10 hours per month on a case.

Process for becoming a volunteer: Prospective volunteers must complete an application. Upon receipt of an application, CASA's Volunteer Specialist will contact the volunteer to schedule an interview to get to know one another better and to address any questions or concerns about becoming a CASA volunteer. A standard law enforcement background check is conducted as part of this process. Acceptance into the next available training program is based upon a successful interview and a background check that reveals no potential issues.

Does the organization offer malpractice insurance coverage to volunteers: No

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: No

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: No

Sample Opportunity:

Court Appointed Special Advocate Volunteer in Juvenile Court Proceedings

CASA volunteers are community members with a variety of professional and educational backgrounds who advocate for safe and permanent homes on behalf of abused and neglected children in Juvenile Court. CASA volunteers receive in-depth training and are assigned one case at a time. They review records, research background

information and interview everyone involved with the case—social workers, lawyers, family members, and, of course, the children. Volunteers report back to the court to help the judge make an informed decision about the child's future. Each volunteer stays with a case until it is closed and the child is in a permanent home, free from harm, either with parents, with other relatives, or in an adoptive home. All CASA volunteers are carefully screened and receive expert training before being assigned to a child's case. CASA advocate volunteers must be able to: 1) participate fully in a comprehensive training program, 2) make a commitment for 12 months, about 10 hours per month, 3) communicate effectively, and 4) relate in a positive, objective manner to children, families, and other professionals.

Practice areas: Child Law

Opportunity type: Child Advocate

Volunteer types accepted: Attorney, Paralegal, Law Student, Non-Lawyer Volunteer, Retired Attorney, Government Attorney

Volunteer availability: Business hours

Skills acquired: Case Management

Skills required: Basic legal knowledge

Training: CASA volunteers must complete a 30-hour training program comprised of several classroom sessions and courtroom observation.

Time Commitment: Volunteers are asked to make a commitment for 12 months, about 10 hours per month.

Contact: Sheila Russell, 312-433-4928, info@casacookcounty.org

Domestic Violence Legal Clinic

555 West Harrison Street
Chicago, IL 60607

Phone: 312-325-9155

Domestic Violence Legal Clinic serves victims in domestic violence matters, including obtaining Orders of Protection, in a same-day onsite court clinic setting.

General Time Commitment: Approximately 3 hours court time per case.

Process for becoming a volunteer: Contact the agency and attend the training.

Does the organization offer malpractice insurance coverage to volunteers: Yes.

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes.

Does the organization provide volunteers with research or clerking services: Yes, as well as on-site support.

Does the organization provide a licensed attorney to support volunteers: Yes.

Sample Opportunity:

Representation in Domestic Violence Order of Protection Matters

Volunteer attorneys advise and represent a victim of domestic violence in obtaining an emergency order of protection in a same day, onsite court clinic, and potentially return with the client three weeks later to obtain a plenary order of protection.

Practice areas: Domestic Violence, Family Law

Opportunity type: Legal Clinic, Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours,
Short time periods (4 hours or less)

Skills acquired: Client Counseling, Client/Witness
Interviewing, Motion Practice, Trial Skills

Skills required: Basic legal knowledge

Training: Domestic Violence Legal Clinic regularly offers a half-day nuts and bolts training on orders of protection and also provides written training materials. The training also includes information about the dynamics of domestic violence.

Time Commitment: Varies depending on the circumstances but generally 3–10 hours.

Contact: 312-325-9155

Equip for Equality

20 North Michigan Avenue, Suite 300
Chicago, IL 60602

Phone: 312-341-0022

Fax: 312-341-0295

Website: www.equipforequality.org

TTY: 800-610-2779

Toll Free: 800-537-2632

The mission of Equip for Equality (EFE) is to advance the human and civil rights of children and adults with physical and mental disabilities in Illinois. It is the only statewide, cross-disability, comprehensive advocacy organization providing self-advocacy assistance, legal services, and disability rights education while also engaging in public policy and legislative advocacy, and conducting abuse investigations and other oversight activities. Cases are balanced between individual representation and impact litigation seeking systemic change.

General Time Commitment: The time commitment for a volunteer attorney varies depending upon the type of opportunity accepted. Volunteers who conduct client interviews are scheduled in four-hour “shifts,” followed by a meeting with the Intake Manager to relay the information gathered through the interviews and make recommendations for additional services. The time commitment for representation on cases depends on the type and complexity of the case. Typically, representation in overpayment cases, uncontested guardianships and special education meetings require a minimal (approximately 30 hours) commitment. Representation in employment discrimination cases, contested guardianships, and special education due process hearings require a more significant commitment (approximately 100 hours).

Process for becoming a volunteer: Interested volunteers should contact Legal Advocacy Director Barry Taylor at 312-895-7317 or barryt@equipforequality.org. The training required depends upon the prospective volunteer’s experience, as well as the specific volunteer opportunity that is of interest.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. A licensed staff attorney will provide volunteers with direction and will address any questions or concerns that arise. The EFE attorney may serve as co-counsel or provide support on a consulting basis.

Sample Opportunities:

Client Interviewing

Volunteer attorneys conduct client interviews via telephone and provide people with disabilities with legal advice and information about their legal rights.

Practice areas: Disability

Opportunity type: Client Intake/Interviewing/
Advice

Volunteer types accepted: Attorney, Paralegal, Law Student, Non-Lawyer Volunteer, Retired Attorney, Government Attorney

Volunteer availability: Business hours, Short time periods (4 hours or less)

Skills acquired: Client Counseling, Client/Witness Interviewing

Skills required: Basic legal knowledge

Training: Volunteers will be provided with training materials, checklists, training on Equip for Equality’s case management software and sit in on client interviews conducted by other staff members. Once this has been done, the volunteer will take the lead on the client interview and the staff member will sit in on the calls to provide necessary support. Once comfortable, the volunteer will conduct the interview alone, but can contact the Intake Manager with any questions.

Contact: Rose Stein, 312-895-7262,
rose@equipforequality.org

Develop Self-help Materials for People With Disabilities

Volunteers may develop self-help materials on legal rights for people with disabilities.

Practice areas: Disability

Opportunity type: Educating the Public about the Law, Preparing Education Materials

Volunteer types accepted: Attorney, Law Student, Retired Attorney, Government Attorney

Volunteer availability: Evenings, Weekends

Skills acquired: Writing/Drafting

Skills required: Basic legal knowledge

Training: Equip for Equality will provide samples of other self-help materials that have been developed and provide review and feedback on materials the volunteer develops.

Contact: Barry Taylor, 312-895-7317,
barryt@equipforequality.org

Present Educational Seminars

Volunteers may conduct educational seminars for people with disabilities on areas of the law impacting persons with disabilities, including the Americans with Disabilities Act, employment, transportation, voting, special education and guardianship.

Practice areas: Disability, Civil Rights, Education, Employment

Opportunity type: Educating the Public about the Law

Volunteer types accepted: Attorney, Paralegal, Law Student, Non-Lawyer Volunteer, Retired Attorney, Government Attorney

Volunteer availability: Evenings, Weekends, Short time periods (4 hours or less)

Skills acquired: Public Speaking

Skills required: Basic legal knowledge

Training: Depending on the person’s subject matter expertise, Equip for Equality will provide training on the curriculum. In most cases, a volunteer will conduct a training with a staff member first, and once comfortable with the subject matter and curriculum, a volunteer will be able to conduct the training seminar alone.

Contact: Stacy Yusim, 312-895-7251,
stacy@equipforequality.org

Representation in Employment Discrimination Cases

Volunteer attorneys may represent people with disabilities in administrative proceedings and in federal court on employment discrimination cases under the Americans with Disabilities Act.

Practice areas: Employment Discrimination

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Client Counseling, Client/Witness Interviewing, Depositions, Mediation/Arbitration, Motion Practice, Negotiating, Trial Skills

Skills required: Basic legal knowledge

Training: Typically, Equip for Equality serves as co-counsel for its employment discrimination cases and provides ongoing training to volunteer attorneys through the co-counsel relationship. If a volunteer has significant employment litigation experience, Equip for Equality will serve in a consulting role.

Contact: Barry Taylor, 312-895-7317,
barryt@equipforequality.org

Representation in Adult Guardianship Cases

Volunteer attorneys may represent adults with disabilities in probate court to oppose petitions for guardianship or to modify or terminate a current guardianship.

Practice areas: Guardianship & Estates

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Client Counseling, Client/Witness Interviewing, Motion Practice, Negotiating, Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: Unless experienced in this area, a volunteer attorney will co-counsel his or her first case with a staff attorney. Equip for Equality will also provide training materials on guardianship law.

Contact: Barry Taylor, 312-895-7317,
barryt@equipforequality.org

Special Education Clinic Helpline

Volunteers may provide legal information and advice to parents of children with disabilities about special education law.

Practice areas: Special Education

Opportunity type: Legal Hotline, Client Intake/Interviewing/Advice

Volunteer types accepted: Attorney, Paralegal, Law Student, Non-Lawyer Volunteer, Retired Attorney

Volunteer Availability: Business hours

Skills Acquired: Client Counseling, Client/Witness Interviewing

Skills Required: Basic legal knowledge

Training: Volunteers will receive training on special education law, Equip for Equality's case management software and sit in on Helpline calls with a staff member before answering calls themselves.

Contact: Olga Pribyl, 312-895-7321,
olga@equipforequality.org

Evanston Community Defender Office, Inc.

828 Davis Street
Room 304
Evanston, IL 60201

Phone: 847-492-1410
Fax: 847-492-9828

The Evanston Community Defender operates as a public/private partnership providing youth law and social work advocacy to the low-income community. The organization's legal practice involves Juvenile Court and adult criminal court (for person aged 18 through 21) court, and administrative advocacy in special education and school discipline matters. The majority of the agency's work is in the trial court in the Second Municipal District in Skokie, Illinois.

General Time Commitment: Time commitment depends on the type of case and prior experience. A minimum commitment of four hours is expected.

Process for becoming a volunteer: Prospective volunteers should contact the Volunteer Coordinator.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. Staff attorneys carry a direct service caseload, and are available for technical assistance and support.

Sample Opportunities:

Mentor to Youth School Mediation Program

Volunteers may mentor and train students in the Youth Court Project in Haven Middle School in Evanston using the school behavior code as the rule of court. Volunteers may participate as an advisor to the Court. Thereafter, there are opportunities to participate as an instructor using Street Law Instructional modules. Haven has a unique practice of holding school on Saturday for students who need extra help or for suspended students to complete assignments missed while on suspension. It is anticipated that the mediation process occur once a month on a Saturday as an adjunct to "Saturday School." The behaviors of most concern to school are truancy, emotional and physical bullying, and failure to complete homework assignments.

Practice areas: Education

Opportunity type: Mediation/Arbitration, Educating the Public About the Law

Volunteer types accepted: Attorney, Government Attorney, Law Student, Non-Lawyer Volunteer, Paralegal, Retired Attorney

Volunteer availability: Evenings, Weekends

Skills acquired: Negotiating, Public Speaking, Writing/Drafting

Skills required: Basic legal knowledge

Training: Printed training materials available.

Contact: Bob Roy or Patricia Dixon, 847-492-1410,
ecdo828@earthlink.net

Represent Youth in Delinquency or Criminal Court

Depending on experience, volunteers represent minors in delinquency court and youth age 17 to 21 in adult criminal court. All court appearances are largely in the Second Municipal District Skokie Courthouse. Volunteer attorneys must coordinate with Evanston Community Defender's in-house social work service team for supportive services.

Practice areas: Criminal Law, Juvenile Law

Opportunity type: Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Trial Skills

Skills required: Basic legal knowledge

Training: Evanston Community Defender's staff provides support and technical assistance.

Time Commitment: Varies depending on the case, but ranges from 15–30 hours.

Contact: Bob Roy, 847-492-1410,
ecdo828@earthlink.net

Representation in Administrative Review of Findings of Abuse or Neglect

Volunteer attorneys represent a minor or parent in administrative review of findings of abuse or neglect made in the course of an investigation. These findings are maintained in the State Central Register for a number of years depending on the type of allegation. The finding may prohibit employment in certain classes of jobs. This opportunity requires appearance in front of an Administrative Law Judge for a hearing, and possible trial court review and appeal depending on the ruling of the ALJ and trial court judge.

Practice areas: Abuse & Neglect

Opportunity type: Litigation-Administrative Proceedings

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Trial Skills

Skills required: Basic legal knowledge

Training: Can provide a customized training as needed by volunteers and have written materials available.

Time Commitment: Varies depending on the case, but ranges between 10–20 hours.

Contact: Bob Roy, 847-492-1410,
ecdo828@earthlink.net

First Defense Legal Aid

6400 South Kedzie
Chicago, IL 60629

Phone: 773-434-4612
Website: www.first-defense.org
Toll Free: 800-529-7374

First Defense Legal Aid (FDLA), a non-profit agency, is the only organization of its kind in the country. Since 1995, FDLA has protected the civil rights of low-income adults and children arrested by the Chicago Police. Using a corps of volunteer attorneys, FDLA has a 24-hour hotline that persons under criminal investigation and held at Chicago Police Department stations may call to request legal assistance. FDLA also provides community education presentations about an individual's Constitutional rights when picked up by the police.

General Time Commitment: Varies depending on opportunity.

Process for becoming a volunteer: Volunteers staffing FDLA's hotline must attend one two-hour training session.

Does the organization offer malpractice insurance coverage to volunteers: Yes.

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: No.

Does the organization provide volunteers with research or clerking services: No.

Does the organization provide a licensed attorney to support volunteers: Yes.

Sample Opportunities:

Educational Program Volunteer

Volunteer attorneys offer educational presentations on the organization's services and Constitutional rights to community organizations, schools and churches.

Practice areas: Civil Rights, Criminal Law, Education

Opportunity type: Educating the Public about the Law

Volunteer types accepted: Attorney, Law Students

Volunteer availability: Evenings, Weekends, Short time periods (4 hours or less), In a Group

Skills acquired: Public Speaking

Skills required: Basic legal knowledge

Training: FDLA can provide training as needed.

Time Commitment: Varies depending on the topic, but usually 1–4 hours.

Contact: 773-772-3955, fdlegalaid@gmail.com

Hotline Attorney

First Defense Legal Aid seeks volunteer attorneys to provide high quality pro bono legal representation to low-income adults and children arrested at Chicago police stations. Attorneys answer a 24-hour hotline and represent people at the police station until a public defender is appointed, which includes asserting their Fifth Amendment right to remain silent, Sixth Amendment right to counsel, interview witnesses, view line-ups, and protect clients from police misconduct. No criminal defense experience is required.

Practice areas: Criminal Law

Opportunity type: Legal Hotline

Volunteer types accepted: Attorney

Volunteer availability: Evenings, Weekends

Skills acquired: Client Counseling, Client/Witness Interviewing, Client Representation

Skills required: Basic legal knowledge

Training: Check the calendar at www.IllinoisProBono.org for monthly training dates.

To become a volunteer attorney, an attorney must be in good standing licensed to practice law in Illinois and take part in a three-hour training.

Time Commitment: Volunteers who staff the hotline must commit to one 12-hour on-call shift per month.

Contact: 773-772-3955, fdlegalaid@gmail.com

Illinois Legal Aid Online

17 North State Street
Suite 1590

Chicago, IL 60602
Phone: 312-977-9047
Fax: 312-977-9048

Website: www.illinoislegalaidonline.org

As the statewide legal services technology center, Illinois Legal Aid Online, provides the technology infrastructure that helps streamline the delivery of free and pro bono legal services to the poor in Illinois, and delivers easy to understand legal information and assistance to the public and self-represented persons. Illinois Legal Aid Online's programs and activities revolve around providing essential services and legal resources to legal aid and pro bono attorneys, pro se litigants and the lower-income public through its three websites:

- IllinoisLegalAid.org provides those who cannot afford an attorney with user friendly legal information, educational materials, interactive forms, instructions for self-representation, multimedia training, and referrals to free legal services;
- IllinoisLegalAdvocate.org provides an online community for legal aid attorneys to communicate and coordinate services, to obtain training and practice support, and increases efficiencies in the delivery of legal services in Illinois;
- IllinoisProBono.org increases pro bono legal representation for the poor by providing volunteer attorneys with a comprehensive database of pro bono opportunities, multimedia training, instructions and practice support resources.

General Time Commitment: There is no minimum time commitment. Volunteers are welcome to contribute as much time as they are able.

Process for becoming a volunteer: Volunteers contact the Legal Content Coordinator via email or phone to discuss their availability and available opportunities.

Does the organization offer malpractice insurance coverage to volunteers: N/A

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: N/A

Does the organization provide volunteers with research or clerking services: N/A

Does the organization provide a licensed attorney to support volunteers: N/A

Sample Opportunities:

Legal Content Contributor/Editor

Illinois Legal Aid Online seeks attorneys or paralegals to draft, edit and update legal resources for attorneys and legal information for the public on the statewide legal services websites:

- www.IllinoisLegalAid.org,
- www.IllinoisLegalAdvocate.org
- www.IllinoisProBono.org

Practice areas: Various

Opportunity type: Preparing Education Materials

Volunteer types accepted: Attorney, Paralegal, Retired Attorney, Government Attorney

Volunteer availability: Evenings, Weekends, Short time periods (4 hours or less)

Skills acquired: Writing/Drafting

Skills required: Writing/Drafting

Contact: Betsy Ehlen, 312-977-9047, behlen@illinoislegalaid.org

Foreign Language Speaking Webcast Presenter

Illinois Legal Aid Online is developing a series of short (15–30 minutes) educational programs on various legal topics for lower-income Illinois residents. All programs will be webcast live and archived on www.IllinoisLegalAid.org. Illinois Legal Aid Online seeks Spanish and Polish speaking attorneys to prepare and present programs on relevant and mutually agreed upon legal topics. Programs are webcast from our Chicago offices at the presenter's convenience.

Practice areas: Various

Opportunity type: Educating the Public about the Law, Preparing Education Materials

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Evenings, Weekends, Short time periods (4 hours or less), In a Group

Skills acquired: Public Speaking, Writing/Drafting

Skills required: Foreign language proficiency

Contact: Betsy Ehlen, 312-977-9047, behlen@illinoislegalaid.org

Translators

In an effort to make legal information on www.IllinoisLegalAid.org available to a wider range of Illinois residents, Illinois Legal Aid Online seeks paralegals, attorneys, and other legal professionals to translate the website's content from English into Spanish and Polish. Materials to be translated consist of legal information for low-income Illinois residents on a variety of topics. Volunteers must be fluent in written Spanish or Polish and have some legal experience. Legal expertise in a specific area is not necessary, as all translations will be reviewed by an attorney prior to being posted on the website. Volunteers can be located anywhere, as all work can be conducted over the internet.

Practice areas: Various

Opportunity type: Preparing Education Materials

Volunteer types accepted: Attorney, Paralegal, Law Student, Non-Lawyer Volunteer, Retired Attorney, Government Attorney

Volunteer availability: Evenings, Weekends, Short time periods (4 hours or less), In a Group

Skills acquired: Writing/Drafting

Skills required: Foreign language proficiency

Contact: Betsy Ehlen, 312-977-9047, behlen@illinoislegalaid.org

Lawyers' Committee for Better Housing

220 South State Street
Suite 1700

Chicago, IL 60604
Phone: 312-347-7600
Fax: 312-347-7604
Website: www.lcbh.org
TTY: 312-347-7603

Lawyers' Committee for Better Housing (LCBH) seeks to increase the availability of safe, decent and affordable housing for people of low and moderate income in Chicago through legal and public advocacy and tenant education. LCBH's Attorney of the Day pro bono program enables volunteer attorneys to represent low-income tenants facing wrongful evictions.

General Time Commitment: Volunteers are expected to make a minimum three-hour commitment one morning per month. Volunteers may also elect to take a case from start to finish, which generally requires about 10–15 hours per case.

Process for becoming a volunteer: Volunteer attorneys receive a one-hour training on landlord tenant law and eviction court procedures. They also receive an extensive training manual that details tenant defenses. Volunteers may schedule a day to shadow the daily eviction court attorney. Ultimately, volunteers may schedule a day to volunteer for the Attorney of the Day program or elect to take a case from start to finish.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: No

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. The eviction court staff attorney provides support to all volunteers.

Sample Opportunity:

Attorney of the Day Eviction Defense Project

There are approximately 40,000 eviction cases filed every year in Cook County and 95% of pro se defendants are evicted after only a three minute hearing. This program allows attorneys to volunteer one morning a month in eviction court covering a hearing date on an ongoing LCBH case. LCBH remains the attorney of record and prepares all of the pleadings while the volunteer attorney covers the court call. The program also allows attorneys to take on an entire eviction case, if they prefer. LCBH provides legal support both inside and outside of the courtroom.

Practice areas: Housing, Landlord/Tenant

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Trial Skills

Skills required: Basic legal knowledge

Training: LCBH provides a one-hour training on landlord/tenant law and eviction court procedures.

Contact: Rasheda Jackson, 312-347-7600, rjackson@lcbh.org

Lawyers for the Creative Arts

213 West Institute Place
Suite 403
Chicago, IL 60610

Phone: 312-649-4111
Fax: 312-944-2195
Website: www.law-arts.org

Lawyers for the Creative Arts (LCA) provides pro bono legal services to qualifying individuals and organizations in all areas of the arts; the visual, performing, entertainment and literary. Clients are musicians, dancers, filmmakers, artists, photographers, graphic artists, actors, writers, arts educators, theaters, and many other kinds of organizations. LCA's volunteer attorneys work in the areas of: contracts, business planning and organization, intellectual property, licensing, employment, dispute resolution and more. LCA also provides not-for-profit and tax exemption consulting.

General Time Commitment: Most matters are short term and transactional, typically requiring less than 10–25 hours.

Process for becoming a volunteer: Prospective volunteers should contact LCA to obtain a volunteer form. Various training opportunities are available, but not mandatory.

Does the organization offer malpractice insurance coverage to volunteers: Malpractice is available for retired lawyers and corporate lawyers.

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. There are two licensed full-time attorneys on staff, available to help volunteers in any manner. Several board members and volunteers are available to mentor other volunteers.

Sample Opportunities:

Small Business Counseling

Volunteer attorneys assist clients in order to form business entities, including corporations and LLCs. Volunteers gain experience filing articles of incorporation, drafting shareholders or operating agreements, and advising on corporate formalities. In some cases, attorneys advise existing tax-exempt nonprofit corporations.

Practice areas: Corporate

Opportunity type: Transactional Matters

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours, Evenings, Weekends

Skills acquired: Case Management, Client Counseling

Skills required: Corporate Practice Experience

Training: Training is available through staff and mentorship referral

Time Commitment: Assignments often require 10–30 hours, dependent upon the business structure selected and the volunteer's corporate expertise.

Contact: Marci Rolnik, 312-649-4111, mrolnik@law-arts.org

Drafting and Reviewing Contracts

Volunteer attorneys review, revise, draft and/or negotiate art and entertainment contracts. Contract types often include short agreements for clients to protect themselves when creating various art forms or providing services to the public. Contract assignments may require an understanding of employment or agency principles or require a basic understanding of copyright law. In most instances, staff can walk volunteers through the necessary provisions.

Practice areas: Arts & Entertainment, Contracts, Employment, Intellectual Property

Opportunity type: Transactional Matters

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours, Evenings, Weekends

Skills acquired: Client Counseling, Contract Drafting, Negotiation

Skills required: Contract Practice Experience, Understanding of Entertainment Legal Principles

Training: Training is available through staff and mentorship referral

Time Commitment: Most matters require 5–25 hours, dependent upon the volunteer's entertainment law expertise and the complexity of the agreements.

Contact: Marci Rolnik, 312-649-4111, mrolnik@law-arts.org

Intellectual Property Protection

Volunteers advise clients regarding intellectual property protection and disputes. Disputed matters often involve evaluating the merits of infringement claims. Transactional matters often involve advising on the best means to protect intellectual property in various disciplines of art and entertainment, including the literary, performing, and visual arts. Time to complete assignments varies according to the type of IP protection sought.

Practice areas: Arts & Entertainment, Copyright, Patent, Trademark

Opportunity type: Transactional Matters, IP Litigation, Mediation/Arbitration

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours, Evenings, Weekends

Skills acquired: Client Counseling, Drafting, Negotiation, Trial Skills

Skills required: Intellectual Property Experience

Training: Training is available through staff and mentorship referral

Time Commitment: Time to complete assignments varies according to the type of IP protection sought.

Contact: Marci Rolnik, 312-649-4111, mrolnik@law-arts.org

Dispute Resolution

Volunteers review claims and often negotiate settlements to collect royalties or otherwise enforce or terminate contracts. LCA prefers that matters settle out of court and offers an arts mediation program. In some cases, it is more strategic to file complaints and proceed through the court system. Time spent varies depending on the complexity of the case and willingness of the parties to settle.

Practice areas: Arts & Entertainment, Commercial Litigation

Opportunity type: Litigation, Mediation/Arbitration

Volunteer types accepted: Attorney, Retired Attorney, Government Attorney

Volunteer availability: Business hours

Skills acquired: Client Counseling, Drafting, Negotiation, Trial Skills

Skills required: Litigation Experience

Training: Training is available through staff and mentorship referral

Time Commitment: Time spent varies depending on the complexity of the case and willingness of the parties to settle.

Contact: Marci Rolnik, 312-649-4111, mrolnik@law-arts.org

Legal Aid Bureau of Metropolitan Family Services

1 North Dearborn Street
10th Floor
Chicago, IL 60602

Phone: 312-986-4200

Fax: 312-986-4016

Website: <http://www.metrofamily.org/services/lab.asp>

TTY: 312-986-4237

Metropolitan Family Services (MFS) is a social service organization with seven community centers in Chicago and the suburbs. The Legal Aid Bureau (LAB) of Metropolitan Family Services, founded in 1886, is a legal services program of MFS. LAB provides free legal services to low-income people in the following areas: family law; elder law; housing law, consumer law and public benefits issues.

General Time Commitment: The time commitment varies depending upon the type of opportunity accepted. Case Assessment/Client Interviews typically requires one afternoon on a regularly scheduled day each week or month. The Prove-up Program typically requires one morning or afternoon in court. Attorneys accepting uncontested/simple divorce cases can expect to spend 5-10 hours over a three-month period.

Process for becoming a volunteer: Prospective volunteers should contact LAB's Pro Bono Coordinator. Volunteers are expected to attend a subject matter related training (1-2 hours.) Additional training depends on the specific volunteer opportunity and prior experience.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. Each assigned case has a designated LAB attorney as a mentor and back up.

Sample Opportunities:

Uncontested Divorce & Prove-Up Program

Volunteers may handle an uncontested divorce (anticipated default) case from beginning to end. Volunteers may also handle prove-ups; a "prove-up" is the final hearing for an uncontested divorce. Volunteers prepare the client to testify, elicit testimony from the client in court to prove the grounds for the dissolution and the relief requested, and enter the Judgment of Dissolution and accompanying orders (child support, etc.). Both are bite-sized litigation opportunities for attorneys who seek court experience.

Practice areas: Divorce/Separation/Annulment

Opportunity type: Client Intake/Interviewing/Advice, Legal Representation, Litigation

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Client/Witness Interviewing Motion Practice, Trial Skills,

Skills required: Basic legal knowledge

Training: 1½ hour training, manual

Time Commitment: Uncontested Divorce: 40 hrs; Prove-Up Program: 2 hrs

Contact: Grace Lim, 312-986-4011, limg@metrofamily.org

Representation in Landlord/Tenant Cases

Volunteers represent clients in landlord/tenant cases.

Practice areas: Landlord/Tenant

Opportunity type: Client Intake/Interviewing/Advice, Legal Representation, Litigation,

Volunteer types accepted: Attorney, Government Attorney Retired Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client/Witness Interviewing, Motion Practice, Trial Skills, Writing/Drafting

Skills required: Basic legal knowledge

Training: Training by staff attorneys can be provided upon request and a manual is also available.

Time Commitment: Varies depending on the matter, but typically 20-50 hours.

Contact: Grace Lim, 312-986-4011, limg@metrofamily.org

Representation in Collection Cases

Volunteers represent low-income clients with collections defenses.

Practice areas: Debt Collection & Repossession

Opportunity type: Client Intake/Interviewing/Advice, Legal Representation, Litigation,

Volunteer types accepted: Attorney, Retired Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Motion Practice, Negotiating, Trial Skills, Writing/Drafting

Skills required: Motion Practice, Trial Skills, Writing/Drafting

Training: Training by staff attorneys can be provided upon request.

Time Commitment: Varies depending on the matter, but typically 20-50 hours.

Contact: Grace Lim, 312-986-4011, limg@metrofamily.org

Legal Assistance Foundation of Metropolitan Chicago

111 West Jackson Boulevard
Suite 300
Chicago, IL 60604

Phone: 312-341-1070

Fax: 312-341-1041

Website: www.lafchicago.org

TTY: 312-431-1206

Toll Free: 800-824-4050

For over 30 years, the Legal Assistance Foundation of Metropolitan Chicago (LAF) has represented hundreds of thousands of Chicago's poorest and most vulnerable men, women and children. LAF has a long history of working with the private bar to help meet the need for civil legal services to Chicago's poor. Attorneys who volunteer for LAF receive the training and support necessary to provide high quality representation and are covered by LAF's malpractice insurance. To meet the many diverse needs of our clients, and to take advantage of the experience and interest in the private bar, LAF currently supports a variety of pro bono projects.

General Time Commitment: LAF has a range of volunteer opportunities requiring as little as a few hours to complex litigation requiring substantial time commitments over a period of months. A host of opportunities requiring time commitments between these two extremes are available.

Process for becoming a volunteer: Prospective volunteers should contact Dick Hess, LAF's Volunteer Coordinator, at dhess@lafchicago.org or 312-347-8342. All volunteers are provided training and support in the project they choose.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: Yes

Does the organization provide a licensed attorney to support volunteers: Yes. All volunteers work with an experienced LAF attorney who is available to provide support throughout the case or project.

Sample Opportunities:

Children's SSI Termination Project

This Project recruits and trains pro bono attorneys to represent disabled children seeking Supplemental Security Income (SSI) benefits. Clients are provided representation at both face-to-face meetings and administrative review hearings. This project now includes representation of children at Continuing Disability Review proceedings so that their benefits will not be terminated.

Practice areas: Disability, Public Benefits, Social Security/SSI

Opportunity type: Administrative Hearings, Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Client/Witness Interviewing, Trial Skills

Skills required: Basic legal knowledge

Training: LAF provides a three-hour training, substantial written training materials, and staff attorneys to provide guidance.

Time Commitment: Approximately 20–30 hours.

Contact: Dick Hess, 312-347-8342, dhess@lafchicago.org

Co-counseling in Complex Litigation Matters

Historically LAF has often benefited from co-counseling arrangements with private lawyers in complex cases. LAF seeks partners in handling complex matters for its clients covering a wide range of civil litigation matters at both the trial and appellate levels.

Practice areas: Consumer Law, Housing, Immigration

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Appellate Advocacy-Brief Writing, Client Counseling, Client/Witness Interviewing, Depositions, Motion Practice, Negotiating, Trial Skills, Writing/Drafting

Skills required: Experience in the legal area involved in the matter is required.

Time Commitment: Varies depending on the matter, but in complex matters such as these, it is often in excess of 100 hours.

Contact: Dick Hess, 312-347-8342, dhess@lafchicago.org

Food Stamp and Medical Assistance Advocacy Pro Bono Project

This project provides telephone advocacy on behalf of food stamp recipients who are having problems receiving their food stamps and individuals in need of Medicaid. This is an ideal opportunity for an in-house counsel. Cases are faxed or e-mailed to the volunteer attorney, who then calls the client's caseworker and assesses the problem and advocates on behalf of the client. Most of the cases can be resolved in one or two short telephone

conversations. For cases that cannot be resolved over the phone, a volunteer has the option of returning the case to LAF for continued representation.

Practice areas: Public Benefits, Social Security/SSI

Opportunity type: Client Interviewing/Intake/Advice, Negotiation

Volunteer types accepted: Attorney

Volunteer availability: Business hours, Short time periods (4 hours or less)

Skills acquired: Client Counseling, Negotiation

Skills required: Basic legal knowledge

Training: LAF provides a 90-minute training, substantial written training materials, and staff attorneys are also available to provide guidance.

Time Commitment: Approximately 1–4 hours.

Contact: Dick Hess, 312-347-8342, dhess@lafchicago.org

Foreclosure Defense Project

This project is designed to assist senior homeowners who face the possible loss of their home. Volunteer lawyers help clients explore options and obtain resources that can help them stay in their homes. The project also focuses on litigation on behalf of homeowners who have been victimized by predatory practices of home improvement contractors, mortgage brokers and lenders.

Practice areas: Housing

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Client Counseling, Client/Witness Interviewing, Negotiation, Trial Skills

Skills required: Basic legal knowledge

Time Commitment: Varies depending on the matter, but these are complex cases that usually range from 40–100 hours.

Contact: Dick Hess, 312-347-8342, dhess@lafchicago.org

Violence Against Women Act ("VAWA") Project

The immigration provisions of VAWA allow abused spouses and children of U.S. citizens or lawful permanent residents to file for immigration status without relying on their abusers. If approved, the non-citizen spouse may then apply for lawful permanent residency independently. This process of filing for status as an abused spouse or child is called "self-petitioning," or a "VAWA" application. Self-petitions under VAWA are administrative filings with the Bureau of Citizenship and Immigration Services ("CIS," formerly known as the "INS"). VAWA cases involve helping the client prepare her own affidavit, and compiling substantial supporting documents to establish the bona fides of the marital relationship and the abuse suffered. VAWA self-petitioning cases are not litigated in court, but involve substantial client contact.

Practice areas: Immigration

Opportunity Type: Legal Representation

Volunteer types accepted: Attorney, Retired Attorney

Skills acquired: Case Management, Client Intake/Interviewing/Advice, Drafting

Skills required: Basic legal knowledge

Training: LAF staff attorneys provide a comprehensive training on basic immigration law principles and the VAWA provisions. Volunteer attorneys are provided with a comprehensive VAWA Manual with legal articles, sample forms, sample affidavits, and helpful tips. LAF will also assign an experienced attorney to act as a mentor.

Time Commitment: Depending on the complexity of the individual client's case, a VAWA case generally takes between 20–40 hours of attorney time to complete.

Contact: Lisa Palumbo, 312-347-8374, lpal@lafchicago.org

Evening Intake Assistance Project

Volunteers, with LAF attorneys providing backup and support, interview scheduled clients on selected evenings from 5:30–8:00 pm at LAF's Loop offices. Volunteer attorneys need only commit to the two and a half hours of interviewing, giving advice and brief service to clients when appropriate. However, if they interview a client with a case that interests them, volunteers can choose to either take the case with LAF backup and support or co-counsel the case with an LAF attorney.

Practice areas: Bankruptcy, Civil Rights, Consumer Law, Disability, Employment Law, Family Law, Guardianship & Estates, Health Law, Housing Law, Immigration, Public Benefits, Public Utilities

Opportunity type: Client Interviewing/Intake/Advice, Litigation

Volunteer types accepted: Attorney, Government Attorney, Retired Attorneys

Volunteer availability: Evenings, Short time periods (4 hours or less), In a Group

Skills acquired: None

Skills required: Basic legal knowledge

Training: LAF provides a 1–2 hour training and staff attorneys are present during the shift.

Time Commitment: 3–5 hours

Contact: Dick Hess, 312-347-8342, dhess@lafchicago.org

National Immigrant Justice Center

208 South LaSalle Street
Suite 1818
Chicago, IL 60604

Phone: 312-660-1370

Fax: 312-660-1505

Website: www.immigrantjustice.org

The National Immigrant Justice Center's (NIJC) Pro Bono Project provides free legal representation through volunteer attorneys for individuals seeking political asylum, immigrant survivors of domestic abuse, low-income individuals seeking to

apply for naturalization, and unaccompanied immigrant minors. NIJC screens its cases extensively to ensure that only those most in need of protection and those with the fewest private resources on which to draw are referred for pro bono representation to attorneys and firms. NIJC's pro bono project provides training to interested attorneys, pro bono coordinators, and law students, and continues to provide technical assistance and case support as necessary throughout the life of all referred cases. Attorneys who accept NIJC cases can be assured that they will have ample support and resources from which to draw to facilitate a successful outcome.

General Time Commitment: Variable depending upon the type of matter accepted.

Process for becoming a volunteer: Prospective volunteers interested in client representation should contact the Pro Bono Coordinator at 312.660.1307. For other opportunities, please contact the Program Coordinator at 312.660.1326.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Yes

Does the organization provide volunteers with research or clerking services: No

Does the organization provide a licensed attorney to support volunteers: Yes. The supervising attorney for relevant case type is available to assist or answer questions.

Sample Opportunities:

Representation in Asylum Cases

Asylum is a form of immigration relief that may be granted to individuals who flee persecution in their home country and arrive in the United States to seek protection. To be granted asylum in the United States, a person must demonstrate that she meets the legal definition of a refugee created by the United Nations and adopted in U.S. law. This entails proving that she is unable to return to her home country because of past persecution and/or a well-founded fear of future persecution on account of race, religion, nationality, membership in a social group or political opinion. Volunteer attorneys may represent clients in an asylum case. Most cases will require at least 40 and at most 100 hours of casework to produce a comprehensive application that includes the necessary attention to detail in the client's story and the relevant research both of country conditions and of case law. Many asylum seekers are apprehended at the border or a port of entry, and several different groups of individuals are ineligible for parole during their asylum process. Accordingly, they do not have an affirmative application procedure, and the asylum process begins as a removal defense. The attorney must work to prepare the client for court proceedings, locate experts and other potential witnesses, and develop comprehensive legal arguments for presentation. Individual hearings before an immigration judge are generally completed in one half-day of arguments and testimony. Because of scheduling procedures and constraints in Chicago's immigration court, most of NIJC's clients have individual hearings scheduled for more than a year in the future.

Practice areas: Immigration

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client Counseling, Client/Witness Interviewing, Motion Practice, Trial Skills, Writing/Drafting

Skills Required: Basic legal knowledge

Training: NIJC regularly conducts a three-hour training covering aspects of handling asylum cases and provides extensive written training materials.

Time Commitment: Affirmative asylum applications are straightforward and typically time-manageable, but can be time-intensive. Most cases will require at least 40 and at most 100 hours of casework to produce a comprehensive application that includes the necessary attention to detail in the client's story and the relevant research both of country conditions and of case law.

Contact: Pro Bono Coordinator, 312-660-1370, nijcprobono@heartlandalliance.org

Domestic Violence Victims Pro Bono Attorney

A Self-Petition under the Violence Against Women Act (VAWA) is a process through which an immigrant survivor of domestic abuse may obtain an immigration status in the U.S. To qualify, an immigrant survivor must be married to a U.S. citizen or Lawful Permanent Resident (LPR), must have suffered physical abuse or emotional cruelty at the hands of her abusive spouse, and must be a person of good moral character. The applicant must present evidence of a bona fide marriage to the U.S. citizen or LPR abuser and must show that she has resided with the abuser. NIJC matches volunteer attorneys with immigrant domestic violence victims. To prepare a self-petition under VAWA, the pro bono attorney will have to meet with the client on several occasions. VAWA cases do not require litigation. VAWA cases generally do not have filing deadlines. However, NIJC requests that pro bono attorneys try to file the self-petitions within three months of accepting the case.

Practice areas: Immigration

Opportunity type: Legal Representation

Volunteer types accepted: Attorney

Volunteer Availability: Business hours

Skills Acquired: Case Management, Client/Witness Interview, Drafting

Skills Required: Basic legal knowledge

Training: NIJC holds regular 2–3 hours trainings explaining the self-petition process under VAWA and also provides written training materials.

Time Commitment: Most cases will require approximately 40 hours of casework to produce a comprehensive application that includes the necessary attention to detail in the client's story and the documents in support of the self-petition.

Contact: Pro Bono Coordinator, 312-660-1370, nijcprobono@heartlandalliance.org

Represent Immigrant Children

Volunteers will represent children seeking asylum or Special Immigrant Juvenile status. Special Immigrant Juvenile (SIJ) status is a form of immigration relief for children who have been abused, abandoned or neglected. To be eligible for SIJ, a juvenile must be under 21, unmarried, declared dependent upon a juvenile court, deemed eligible by the juvenile court for long-term foster care, and the subject of a proceeding in which it has been determined that it would not be in the juvenile's best interest to be returned to the country of origin. NIJC's pro bono project provides training to interested attorneys, pro bono coordinators, and law students, and continues to provide technical assistance and case support as necessary throughout the life of our referred cases. Attorneys who accept NIJC cases can be assured that they will have ample support and resources from which to draw to facilitate a successful outcome.

Practice areas: Immigration

Opportunity type: Client Intake/Interviewing/Advice, Legal Representation, Litigation

Volunteer types accepted: Attorney

Volunteer Availability: Business hours

Skills Acquired: Client/Witness Interviewing, Case Management, Trial Skills, Writing/Drafting

Skills Required: Basic legal knowledge

Training: NIJC regularly holds a 2–3 hours training that covers the juvenile court and SIJ proceedings and written materials are also provided.

Time Commitment: Varies depending on the case, but usually ranges from 80–100 hours.

Contact: Pro Bono Coordinator, 312-660-1370, nijcprobono@heartlandalliance.org

“Know Your Rights” Presentations

NIJC conducts regular legal orientation or “Know Your Rights” presentations for individuals, including unaccompanied children, who are currently in federal immigration detention centers to inform them of their rights regarding immigration relief pertaining to their current immigration status. Immediately following the presentation, volunteers will conduct intake interviews of the attendees to determine if NIJC can provide them with representation.

Practice areas: Immigration

Opportunity type: Educating the Public About the Law, Client Intake/Interviewing/Advice

Volunteer types accepted: Attorney, Retired Attorney, Law Students, Paralegals

Volunteer Availability: Business hours, Evenings, Weekends, Short time periods

Skills Acquired: Public Speaking, Client/Witness Interviewing

Skills Required: Basic legal knowledge, foreign language (particularly Spanish) speaking skills preferred

Training: NIJC conducts a one-hour orientations for volunteers interested in conducting the presentations and can be held prior to the start of the presentation.

Time Commitment: Typically 4–5 hours.

Contact: Pro Bono Coordinator, 312-660-1370, nijcprobono@heartlandalliance.org

Statutory Summary Suspension Hearings Pro Bono Panel Attorney Referral Program, The Chicago Bar Association

321 S. Plymouth Ct.
Chicago, IL 60604

Phone: 312-554-2041
www.chicagobar.org

Volunteer attorneys participate in an intensive training course on cross-examination that prepares them to represent indigent persons who have petitioned the Court for the rescission of the statutory summary suspension of their driver's licenses. An indigent person charged with a DUI is represented by a Public Defender in the criminal proceeding and may win that case, but can still lose their license because they have no representation in the civil matter. Volunteers can help and get priceless courtroom experience at the same time.

General Time Commitment: Time commitment is flexible—the usual time commitment for volunteers depends on the nature of the case.

Process for becoming a volunteer: Contact Karina Ayala-Bermejo at 312-554-2041 or via e-mail at kayala@chicagobar.org.

Does the organization offer malpractice insurance coverage to volunteers: Yes

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: The universe of documents usually consists of some police reports totaling less than a dozen pages. These documents are collected by an Assistant Public Defender (APD) and/or CBA director and forwarded to a pro bono attorney by fax or e-mail. Space can be available to meet with client at Daley Center via the APD office in traffic court.

Does the organization provide volunteers with research or clerking services: The CBA provides free on-line legal research, available in the CBA book store.

Does the organization provide a licensed attorney to support volunteers: The CBA has a licensed attorney on hand to answer any question the pro bono volunteer has.

Sample Opportunity:

Representation in Statutory Summary Suspension Cases

The statutory summary suspension program involves representing indigent clients who have had their driver's licenses summarily suspended because they allegedly refused to take a breathalyzer or drug test or failed the field tests. Assistant Public Defenders (APDs) file civil actions on behalf of the clients seeking to set aside the summary suspension. (The APDs are unable to represent the clients at trial as this is a civil matter.) The cases often turn on whether the stop was lawful (constitutional), the driver refused to take a breathalyzer or drug test, or the driver was properly warned of the consequences of refusing to take a test. The APDs only refer to the program cases that they believe may have merit.

Practice areas: Driver's Licenses

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Motion Practice, Trial Practice, Writing/Drafting

Skills required: Basic Legal Knowledge

Training: Yes. A three-hour training is conducted annually, which provides a walkthrough of a case and two-hour refresher courses are offered regularly. Written training materials are also provided.

Time Commitment: Cases typically require 5 hours or less, including the hearing itself, which is about 40 minutes.

Contact: Karina Ayala-Bermejo, 312-554-2041, kayala@chicagobar.org

Uptown People's Law Center

4413 North Sheridan Road
Chicago, IL 60640

Phone: 773-769-1411
Fax: 773-769-2224

The Uptown People's Law Center represents poor and working people living in Uptown and other similar communities. The Law Center's biggest areas of practice are landlord-tenant, Social Security disability, and public benefits. In addition, the Law Center represents prisoners seeking to challenge the way they are treated in prison.

General Time Commitment: Varies with the type of matter undertaken. Cases range from relatively simple administrative hearings to complex federal litigation.

Process for becoming a volunteer: Interested volunteers should contact the Law Center to discuss matters of interest. If a case is not immediately available, the Law Center maintains a contact list of interested attorneys and periodically circulates memos via e-mail describing available pro bono opportunities.

Does the organization offer malpractice insurance coverage to volunteers: No.

Are volunteers able to use offices, office equipment, and supplies when handling a pro bono case through this organization: Volunteers can use the Law Center with advance notice; however, most volunteers work from their own offices.

Does the organization provide volunteers with research or clerking services: In limited circumstances.

Does the organization provide a licensed attorney to support volunteers: There is one attorney on staff who is licensed to practice law in Illinois who provides support to volunteer attorneys.

Sample Opportunities:

Representation in Prisoner Rights Cases

The Law Center seeks volunteer attorneys to represent prisoners seeking to challenge the way they are treated in prison. Typically, these are cases brought in federal court, in all three Illinois districts. There are also cases filed in the Circuit Courts of any county in which a prison is located in Illinois.

Practice areas: Civil Rights, Prisoner's Rights

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Motion Practice, Trial Practice, Writing/Drafting,

Skills required: Trial Practice, Writing/Drafting

Training: The Law Center provides extensive support and training for prisoner's rights cases. Impact litigation is often (although not necessarily) undertaken with the Law Center as co-counsel.

Contact: Belinda Belcher, paralewyer1@aol.com or Alan Mills, alanmill@aol.com

Representation in Landlord/Tenant Matters

Volunteer attorneys can represent clients in landlord/tenant matters in the Circuit Court of Cook County

Practice areas: Housing

Opportunity type: Litigation

Volunteer types accepted: Attorney

Volunteer availability: Business hours

Skills acquired: Case Management, Client Counseling, Motion Practice, Trial Practice, Writing/Drafting

Skills required: Basic legal knowledge

Training: The Law Center provides extensive support and training for landlord-tenant cases. Impact litigation is often (although not necessarily) undertaken with the Law Center as co-counsel.

Contact: Belinda Belcher, paralewyer1@aol.com or Alan Mills, alanmill@aol.com

Other Pro Bono Opportunities

United State Bankruptcy Court Pro Bono Panel

The U.S. Bankruptcy Court for the Northern District of Illinois has established a panel of volunteer attorneys to represent indigent parties on a pro bono basis in discrete adversary proceedings and contested matters. The program is administered by the Bankruptcy Court under the court's procedures, with support and assistance from the Bench-Bar Liaison Committee and The Chicago Bar Association Bankruptcy and Reorganization Committee. Judges of the court are responsible for identifying matters in which a party (generally a debtor, but occasionally a creditor) appears to qualify and would benefit from representation.

When a suitable matter is identified, the judge will notify the Clerk of the Court. The clerk will contact a panel member to obtain representation for the party needing it. The program will be limited strictly to representation in adversary proceedings and contested matters—matters that demand the kind of litigation skills pro se parties lack. No panel member is expected to file a bankruptcy case, complete schedules and similar forms, or attend a meeting of creditors.

The program is also entirely voluntary. Panel members will never be required to accept representation in a particular matter and may decline a request for representation because of a conflict of interest or for any other reason.

Attorneys may join the panel by completing a short questionnaire available from the Clerk of the Court and submitting the completed questionnaire to the Clerk's Office (the information is also available at <http://www.ilnb.uscourts.gov/> (click on "Announcements").

Seventh Circuit Court of Appeals Volunteer Attorney Panel

The United States Court of Appeals for the Seventh Circuit maintains a volunteer attorney panel for appointments in certain cases before the Seventh Circuit. The Court is continually seeking attorneys to join the panel who have experience, or who have a sufficient support infrastructure from mentors or firm colleagues to handle these complex matters. A majority of these cases are federal criminal appeals in which the previous attorney seeks to withdraw. Counsel to the Circuit Executive, Donald J. Wall, selects and appoints counsel in all direct criminal appeals where the defendant is financially unable to retain counsel. The appointments are made under the Criminal Justice Act. On occasion the court also will appoint attorneys to represent prisoners in habeas

corpus appeals. These appointments too are made under the Criminal Justice Act. The Act authorizes the payment of some compensation (plus expenses) to appointed counsel.

At times the court will provide free representation to litigants in civil matters, such as employment discrimination, immigration and prisoner civil rights cases. These appointments are not made under the Criminal Justice Act; therefore, appointed counsel provide their services without compensation. The Seventh Circuit, however, will reimburse certain out-of-pocket expenses incurred by appointed counsel up to a maximum of \$1,000.

Attorneys who are interested in handling appeals in the Seventh Circuit should fill out the Volunteer Panel Attorney Questionnaire which can be found on the court's website available at <http://www.ca7.uscourts.gov/> (Click on "CJA Information"). Questions should be directed to Donald J. Wall at 312-435-5805 or don_wall@ca7.uscourts.gov.

Why Should You Do Pro Bono?

It is our ethical obligation as attorneys in Illinois to provide pro bono assistance to persons in need of legal services who cannot afford them. The preamble to the Supreme Court of Illinois Rules of Professional Conduct provides, in pertinent part, as follows:

It is the responsibility of those licensed as officers of the court to use their training, experience and skills to provide services in the public interest for which compensation may not be available. An individual lawyer's efforts in these areas is evidence of the lawyer's good character and fitness to practice law.

Professional Duty

- Recognizing the importance of pro bono, the Illinois Supreme Court requires as part of the annual attorney registration process that all licensed attorneys report their pro bono service and qualified monetary contributions made during the preceding 12 months. (See page 30 of this Guide for more information.)
- A standing Chicago Bar Association Resolution encourages CBA members to participate in a CBA or CBF recognized pro bono program or court appointment system resulting in a member representing an indigent client for a minimum of 50 hours each year.
- Similarly, the American Bar Association Model Rule 6.1 encourages lawyers to provide at least 50 hours of pro bono legal services per year.
- Your volunteer services will enhance public opinion about attorneys.

Personal Satisfaction

- Pro bono work provides an opportunity to learn about and become involved in your community.
- Your exposure to the less fortunate brings a certain perspective that is sometimes lost in our fast-paced practice.
- Doing your part to make the world a better place feels good.

Professional Development

- Pro bono matters expose attorneys to new substantive areas of the law and provide excellent training opportunities for lawyers seeking immediate client contact and court experience or enhancement of transactional skills, particularly young lawyers.

- Pro bono clients may lead to "paying" clients through word of mouth referrals.
- The donation of your legal services will generate goodwill for your company, law firm or agency and may be used as an effective marketing tool.

Community Improvement

- By providing competent representation to the poor, you can make our community a better place to live.

Questions to Ask Before You Take a Pro Bono Case/Project

Before committing to handle a pro bono case, you should (1) understand the pro bono program's expectations and (2) receive any needed training and support. You should ask the following questions of the program staff:

Does the program thoroughly screen clients?

Before referring a case to a volunteer lawyer, the program should, at a minimum, complete a comprehensive screening of clients. The program should provide a volunteer lawyer with a thorough statement of the facts of the case and an assessment of its nature at the time of referral.

Does the program's intake system ensure that I will receive a meritorious case or project?

By providing thorough intake and screening procedures, a program can provide you with assurance that you are receiving a meritorious case involving an eligible (financially and otherwise) pro bono client.

Will the program assign me with a case which matches my expertise, interests, and timing restraints?

By providing thorough intake and screening procedures, a program can provide you with assurance that the case is within the parameters of the type of work for which you volunteered.

What types of training and support does the program offer to its volunteers?

The program should offer a variety of support mechanisms and training to its volunteer lawyers. Programs may offer all or some of the following support to its volunteers:

Legal Support

- substantive law and procedural training
- legal manuals (containing compiled legal research)
- form pleadings
- mentors (program staff or more experienced volunteer lawyers)

Time Management Support

- co-counseling arrangements
- program staff attorneys to cover in emergencies
- agreement to take the case back if it becomes too onerous for a volunteer

Training Specific to the Agency and Its Clientele

- handbooks with program policies and staff contact information
- information concerning clientele of the agency
- client sensitivity training

Malpractice Insurance & Administrative/Logistical Assistance:

- malpractice insurance, office space for client interviewing and meetings
- administrative assistant/legal support (through volunteer paralegals, law students)

For which expenses, if any, will I be responsible?

Some pro bono programs require that the clients pay for out-of-pocket expenses such as court costs, filing fees, etc. Others maintain a fund to cover the same, while others allow the volunteer to pay these expenses.

Will I be covered by the program's malpractice insurance?

Most pro bono programs in the Chicago area have malpractice insurance available for volunteers. The individual opportunities listed in this guide indicate whether an organization offers malpractice coverage to its volunteer attorneys.

What is my relationship with my pro bono client and the pro bono program?

A pro bono program should clearly communicate the nature of the relationship it is establishing between the program, a client and a volunteer, and should delineate each party's rights and responsibilities through a written retainer agreement. A volunteer lawyer should discuss with the pro bono client the extent of the representation the volunteer agrees to undertake on the client's behalf. A retainer agreement should clearly reflect the agreement reached by a volunteer and a client.

Often clients may have more than one legal problem. How can I ensure that the client understands that I am agreeing to provide representation only in a specific matter?

A retainer agreement should clearly state that the pro bono attorney is providing representation only in the matter referred. A program should assure volunteers that they are not expected to provide representation in other matters, and instruct them to refer clients back to the program if the need arises. In those cases where a volunteer is willing to assist the client in additional legal matters, programs can provide technical assistance and advice as needed to the volunteer.

Once I accept a case, will the program keep in touch with me?

A pro bono program should maintain regular communications with its program volunteers through periodic follow-ups via fax, telephone or email as part of the program's comprehensive tracking system. A tracking system provides a mechanism for determining that volunteers are progressing on cases the program has placed with them and that the program is providing effective and high quality legal services to the client.

Once I accept a case, what are my responsibilities to the pro bono program?

Generally pro bono programs ask that the volunteer attorneys keep the program apprised of the status of the case on a regular basis (for example, every 60 to 90 days); seek support and mentoring when needed; advise the program of any problems or issues that arise; advise the program when the case is closed, the disposition thereof, and the numbers of hours you spent on the case; and complete any evaluation forms.

What if the case becomes too much for me to handle?

Many pro bono programs can facilitate co-counseling arrangements with program staff attorneys or with other volunteer lawyers. Programs also may offer training opportunities and/or experienced mentors who can assist you with the case. In some instances, the program may agree to take the case back if it becomes too onerous for a volunteer.

In Addition to Donating Legal Services, What Else Can You Do to Support Legal Aid and Public Interest Law Organizations?

Financial Support

Financial support for legal aid and pro bono organizations is essential. In Chicago, a dedicated group of legal aid and pro bono attorneys provide vital legal services to many thousands of the most vulnerable residents in our community. However, due to a long-term underinvestment in our pro bono and legal aid system, tens of thousands of less fortunate individuals continue to lack access to legal assistance that is often critical to their safety and independence. In addition to doing pro bono work, attorneys can help bridge this gap by making personal contributions to legal aid and pro bono organizations, public interest law organizations and The Chicago Bar Foundation. Attorneys should explore if their firm or corporations have a matching program to leverage their contribution.

Advocacy Efforts

Attorneys should advocate for adequate funding to support the legal aid system. Equal access to justice is central to our democratic society, integral to the effective functioning of our justice system and a critical part of the safety net for vulnerable members of our community. Just as is true with other critical services such as medical care and housing-and as part of the obligation to properly fund the judicial branch of government-federal, state and local governments have the

primary funding responsibility for legal aid and related access to justice initiatives, in partnership with the legal community and other public and private sources. With a responsibility to ensure equal access to our justice system, the legal community's leadership in advocacy efforts is essential to ensure adequate government funding for these purposes.

Support Public Interest Law Internships and Fellowships

The Public Interest Law Initiative (PILI) sponsors law student internships at area legal aid organizations and coordinates summer fellowships for new firm associates. PILI Internships and Fellowships serve a dual purpose: they supply legal aid and public interest organizations with much-needed assistance through the aid of law students and recent graduates; and they expose law students and newer attorneys to the critical role that public interest law organizations play in the profession, often forming the basis for a long-term relationship between the intern or fellow and the host organization.

Rotation Programs

Under a rotation program, law firms loan an associate to a legal aid or public interest law organization for a specified period of time (generally two months to a year). The loaned associate is usually replaced by another firm associate at the end of the rotation period.

Training

Firms and law departments can invite lawyers from legal aid and public interest law organizations to join them for training and continuing legal education programs, e.g., trial advocacy, computer usage, etc. Attorneys can develop reference or training materials for other volunteer attorneys and/or legal aid staff. Attorneys can serve as a mentor to less experienced volunteer attorneys.

Board Service

Attorneys can join boards of legal aid and public interest law organizations.

Educational Support

Attorneys can help teach community educational seminars, and draft educational pamphlets.

Furniture, Computers, Books, etc.

Attorneys can recycle rather than dispose of their furniture, office equipment, or legal resources, by donating them to a legal aid or public interest law organization.

Administrative Support

Attorneys can donate secretarial, paralegal, printing and marketing/public relations assistance.

Illinois Supreme Court Pro Bono Reporting Rule

Background: In 2006, the Supreme Court of Illinois adopted a pro bono reporting requirement for attorneys licensed in Illinois. The Comments to the amended Rule 756(f) underscore that the requirement is intended to serve as an annual reminder to Illinois lawyers that pro bono legal service is an integral part of a lawyer's professionalism.

Summary of the New Rule

Rule 756(f) requires all attorneys licensed in Illinois to report, in connection with the attorney's annual ARDC registration, pro bono legal services provided and qualified monetary contributions made during the preceding 12 months.

Supreme Court Rule 756(f) contains a broad definition that illustrates four distinct ways in which lawyers can use their unique training, experience and skills to help the public on a pro bono basis. Under the rule, "pro bono legal services" include (a) legal services to a person of limited means; (b) legal services to an organization designed to address the needs of persons of limited means; (c) legal services to certain charitable, religious, civic, or community organizations; and (d) pro bono training intended to benefit legal service organizations or lawyers who provide pro bono services. According to Rule 756(f), "persons of limited means" are not only those persons with household incomes below the federal poverty standard but also those persons frequently referred to as the "working poor."

The rule also encourages attorneys to make financial contributions "to an organization that provides legal services to persons of limited means or which contributes financial support to such an organization." Attorneys can make contributions to The Chicago Bar Foundation (www.chicagobarfoundation.org), which provides financial support for a broad range of legal aid and public interest law organizations in the Chicago area, as well as directly to one of the many outstanding legal aid organizations serving our community (see list to the right). Attorneys outside of the Chicago area can find more information on www.IllinoisProBono.org.

- Access Living—*Civil Rights Project*
- AIDS Legal Council of Chicago
- Cabrini Green Legal Aid Clinic (CGLA)
- CAIR—Chicago—*Civil Rights Project*
- CARPLS (Coordinated Advice & Referral Program for Legal Services)
- Center for Conflict Resolution (CCR)
- Center for Economic Progress—*Midwest Tax Clinic*
- Centro Romero—*Latin American Legal Assistance Services*
- Chicago Coalition for the Homeless—*Law Project*
- Chicago Lawyers' Committee for Civil Rights Under Law
- Chicago Legal Advocacy for Incarcerated Mothers (CLAIM)
- Chicago Legal Clinic (CLC)
- Chicago Volunteer Legal Services (CVLS)
- Community Economic Development Law Project (CEDLP)
- Domestic Violence Legal Clinic
- Equip for Equality
- Evanston Community Defender
- Families' and Children's AIDS Network (FCAN)—*Family Options Project*
- The Family Defense Center
- Farmworker Advocacy Project
- First Defense Legal Aid
- Health & Disability Advocates (HDA)
- Illinois Legal Aid Online
- John Howard Association
- Lawyers' Committee for Better Housing (LCBH)
- Lawyers for the Creative Arts (LCA)
- Legal Aid Bureau of Metropolitan Family Services (LAB)
- Legal Assistance Foundation of Metropolitan Chicago (LAF)
- Life Span—*Center for Legal Services & Advocacy*
- Midwest Center on Law & the Deaf (MCLD)
- National Immigrant Justice Center (NIJC)
- Public Interest Law Initiative
- The Roger Baldwin Foundation of the ACLU—*Children's Initiative*
- Sargent Shriver National Center on Poverty Law
- Uptown People's Law Center
- World Relief-Chicago—*Immigration Legal Services*

*This list represents organizations that receive organizational support grants from the CBF. The CBF also supports a number of other special projects and initiatives that advance the CBF's mission.

Compliance with Rule 756(f)

The new reporting requirement consists of two questions that have been added to the annual Illinois ARDC registration form. All attorneys must respond to both questions, even if they did not perform any pro bono work or make a qualified monetary contribution in the preceding 12 months.

Question 1: Pro Bono Legal Services.

- Attorneys who did not perform any pro bono work in the preceding 12 months should check the "No" box on Question 1 and state whether the attorney is prohibited from providing legal services because of his or her employment.
- Attorneys who did perform pro bono work in the preceding 12 months should check the "Yes" box on Question 1 and identify the number of hours within each category of legal services listed.

Question 2: Monetary Contributions.

- Attorneys who did not make a monetary contribution to an organization that provides legal services to persons of limited means or that contributes money to such an organization should check the "No" box on Question 2.
- Attorneys who did make a monetary contribution within the preceding 12 months should check the "Yes" box and identify the approximate amount of the contribution.

Penalty for Noncompliance

An attorney's failure to report the required information will result in an attorney's name being removed from the master roll of licensed attorneys in Illinois.

A

Access Living
115 W. Chicago Avenue
Chicago, IL 60610
312.640.2100
www.accessliving.org

AIDS Legal Council of Chicago
180 N. Michigan Ave. Suite 2100
Chicago, IL 60601
312.427.8990
www.aidslegal.com

C

Cabrini Green Legal Aid Clinic
206 W. Division St.
Chicago, IL 60610
312.266.1345
www.cgla.net

CARPLS (Coordinated Advice and Referral Program for Legal Services)
17 N. State St., Suite 1850
Chicago, IL 60602
312.421.4011
www.carpls.org

Center for Conflict Resolution
11 E. Adams St., Suite 500
Chicago, IL 60603
312.922.6464
www.ccrchicago.org

Center for Economic Progress—Midwest Tax Clinic
29 E. Madison St., Suite 910
Chicago, IL 60602
312.252.0280
www.centerforprogress.org

Centro Romero
6216 N. Clark St.
Chicago, IL 60660
773.508.5300
www.centroromero.org

Chicago Coalition for the Homeless—Law Project
1325 South Wabash, Suite 205
Chicago, IL 60605-2521
312.435.4548
www.chicagohomeless.org

Chicago Lawyers' Committee For Civil Rights Under Law
100 N. LaSalle St., Suite 600
Chicago, IL 60602
312.630.9744
www.clccrul.org

CLAIM (Chicago Legal Advocacy for Incarcerated Mothers)
70 E. Lake Street, Suite 1120
Chicago, IL 60601
312.675.0912
www.claim-il.org

Chicago Legal Clinic, Inc.
2938 E. 91st St.
Chicago, IL 60617
773.731.1762
www.clclaw.org

Chicago Volunteer Legal Services (CVLS)
100 N. LaSalle St., Suite 900
Chicago, IL 60602
312.332.1624
www.cvls.org

Community Economic Development Law Project
100 N. La Salle Street, Suite 600
Chicago, IL 60602
312.939.3638
www.cedlp.org

Constitutional Rights Foundation Chicago
407 S. Dearborn St., Suite 1700
Chicago, IL 60605
312.663.9057
www.crfc.org

Council on American-Islamic Relations (CAIR-Chicago)—Civil Rights Projects
28 East Jackson Boulevard
Suite 1410
Chicago, IL 60604
312.212.1520
www.cairchicago.org

Court Appointed Special Advocates (CASA) Cook County Juvenile Court
1100 South Hamilton, 8-West
Chicago, IL 60612
312.433.4928
www.casacookcounty.org

D

Domestic Violence Legal Clinic
555 W. Harrison St., Suite 1900
Chicago, IL 60606
312.325.9155

DuPage Bar Legal Aid Service
126 S. County Farm Road
Wheaton, IL 60187
630.653.6212
http://webusers.anet-chi.com/~las/lasleft.htm

E

Equip for Equality
20 N. Michigan Avenue, Suite 300
Chicago, IL 60602
312.341.0022
www.equiforequality.org

Evanston Community Defender
828 Davis St., Rm. 304
Evanston, IL 60201
847.492.1410

F

First Defense Legal Aid
6400 South Kedzie
Chicago, IL 60629
773.434.4612
www.first-defense.org

H

Health & Disability Advocates
205 W. Monroe St., 3rd FL
Chicago, IL 60606
312.223.9600
www.hdadvocates.org/

I

Illinois Legal Aid Online
17 N. State St., Suite 1590
Chicago, IL 60602
312.977.9047
www.illinoislegalaionline.org

L

Lake County Bar Foundation Volunteer Lawyers Program
325 West Washington Street
Suite 100
Waukegan, IL 60085
847.662-6925
www.pslegal.org

Land of Lincoln Legal Assistance Foundation, Inc.
Administrative Office
8787 State St., Suite 101
East St. Louis, IL 62203
618.398.0958
www.lollaf.org/

Lawyers' Committee for Better Housing
220 S. State St., Suite 1700
Chicago, IL 60604
312.347.7600
www.lcbh.org

Lawyers for the Creative Arts
213 W. Institute Pl., Suite 403
Chicago, IL 60610
312.649.4111
www.law-arts.org

Legal Aid Bureau of Metropolitan Family Services
One N. Dearborn, 10th Floor
Chicago, IL 60602
312.986.4015
www.metrofamily.org/services/lab.asp

Legal Assistance Foundation of Metropolitan Chicago
111 W. Jackson Blvd., 3rd Floor
Chicago, IL 60604
312.341.1070
www.lafchicago.org

N

National Immigrant Justice Center
208 S. LaSalle St., Suite 1818
Chicago, IL 60604
312.660.1307
312.660.1505
www.heartland-alliance.org

Northwestern University School of Law Bluhm Legal Clinic
357 E. Chicago Ave.
Chicago, IL 60611
312.503.8576
www.law.northwestern.edu/clinic

P

Prairie State Legal Services (Administrative Office)
975 North Main St.
Rockford, IL 61103
815.965.2134
www.prairiestatelegal.org

R

Roger Baldwin Foundation of the ACLU of Illinois
180 N. Michigan Ave., Suite 2300
Chicago, IL 60601
312-201-9740
http://www.aclu-il.org/

S

Sargent Shriver National Center on Poverty Law
50 East Washington, Suite 500
Chicago, IL 60602
312.263.3830
www.povertylaw.org

Statutory Summary Suspension Hearings Pro Bono Panel Attorney Referral Program, The Chicago Bar Association
321 S. Plymouth Court
Chicago, IL 60604
312.554.2041
www.chicagobar.org

U

Uptown People's Law Center
4413 N. Sheridan
Chicago, IL 60640
773.769.1411

W

Will County Legal Assistance Program
5 E. Van Buren St., Suite 310
Joliet, IL 60432
815.727.5123
www.willcolegalaid.org

The Chicago Bar Association Pro Bono Resolution

Adopted by the CBA Board of Managers, October 20, 2005

WHEREAS, legal aid is a critical social service that helps prevent problems like domestic violence and mortgage foreclosure from spiraling into crises; and

WHEREAS, a 2005 Legal Needs Study II study, The Legal Aid Safety Net: A Report on the Legal Needs of Low-Income Illinoisans, sponsored by The Chicago Bar Association, The Chicago Bar Foundation and other bar groups found that in 2003 alone, low-income Illinoisans faced more than 1.3 million civil legal problems, involving issues such as domestic violence, divorce, child custody, evictions, mortgage foreclosures and the physical and financial abuse of the elderly; and

WHEREAS, the study found that found that low-income Illinoisans receive help for only one out of every six legal problems they face; and

WHEREAS, while thousands of attorneys in Illinois have made a laudable commitment to providing pro bono services and making financial contributions to legal aid organizations, the study demonstrates that a huge unmet need for legal assistance remains for the less fortunate in our community; and

WHEREAS, lawyers have a special professional obligation to ensure that our justice system is accessible to everyone; and

WHEREAS, The Chicago Bar Association is committed to increasing pro bono legal services and funding for the legal aid system through its charitable affiliate, The Chicago Bar Foundation; and

WHEREAS, The Chicago Bar Association and The Chicago Bar Foundation support the proposal pending before the Illinois Supreme Court that underscores the obligation of Illinois lawyers to make pro bono contributions; and

WHEREAS, increased pro bono services and financial contributions to the legal aid system can significantly expand the availability of legal services for low-income persons.

THEREFORE, it is resolved by The Chicago Bar Association that:

1. The Chicago Bar Association formally reaffirms its commitment and resources to increasing pro bono legal services for low-income residents in the Chicago area and financial contributions to the legal aid system; and

2. The Chicago Bar Association adopt a suggested standard for each of its members (other than members employed as staff attorneys for legal aid organizations or by government agencies that are prohibited from performing other legal services) to perform or support pro bono legal services by taking one of the following actions:

a. Participate in a Chicago Bar Association or Chicago Bar Foundation recognized pro bono program and/or a court assignment system which results in the member representing an indigent client for a minimum of 50 hours each year without fee or expectation of fee; or

b. Contribute a minimum of \$250 or the equivalent of two billable hours, whichever is greater, per year to support the legal aid system by contributing to (1) the CBA's charitable affiliate, The Chicago Bar Foundation, which provides grants and other support to legal aid and public interest law organizations in the Chicago area; (2) an organization which has as its principal purpose the provision of legal services to low-income residents of the Chicago area; or (3) an organization which provides legal services to nonprofit organizations addressing the needs of low-income persons; or

c. As a third alternative, a member may elect to provide some amount of pro bono service below the 50-hour minimum and complete his or her commitment by making a financial contribution to support the legal aid system.

3. Each CBA member employed as a staff attorney of a legal aid organization or by a government agency or the judiciary should cooperate with and facilitate pro bono service by attorneys.

4. The Chicago Bar Association will continue to offer a Volunteer Support Program through the Chicago Bar Foundation to assist CBA members with questions about how to satisfy this resolution.



The Chicago Bar Foundation
321 South Plymouth Court, Suite 3B
Chicago, Illinois 60604

(312) 554-1204
www.chicagobarfoundation.org