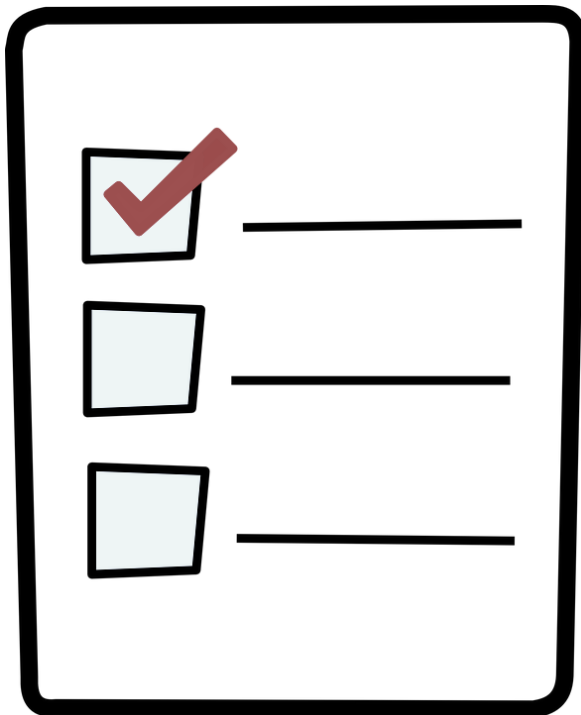


# Rule 6.1 and Voluntary Pro Bono Reporting

Ethics, Explanations, and Opportunities

Virginia Beach Bar Association

April 25, 2019





# The Democratic Ideals Behind Rule 6.1

Why should we care about Access to Justice and Pro Bono as Americans and Virginia Attorneys?

- ▶ Equal access to justice is a shared American value.
- ▶ The Justice Gap chips away at this value and impacts the Rule of Law, which breaks down when the system doesn't work for everyone.
- ▶ Rule 6.1 establishes goals for pro bono service with these ideals in mind and with the hope of increasing access to legal services for those unable to afford an attorney.

# Justice Gap Figures

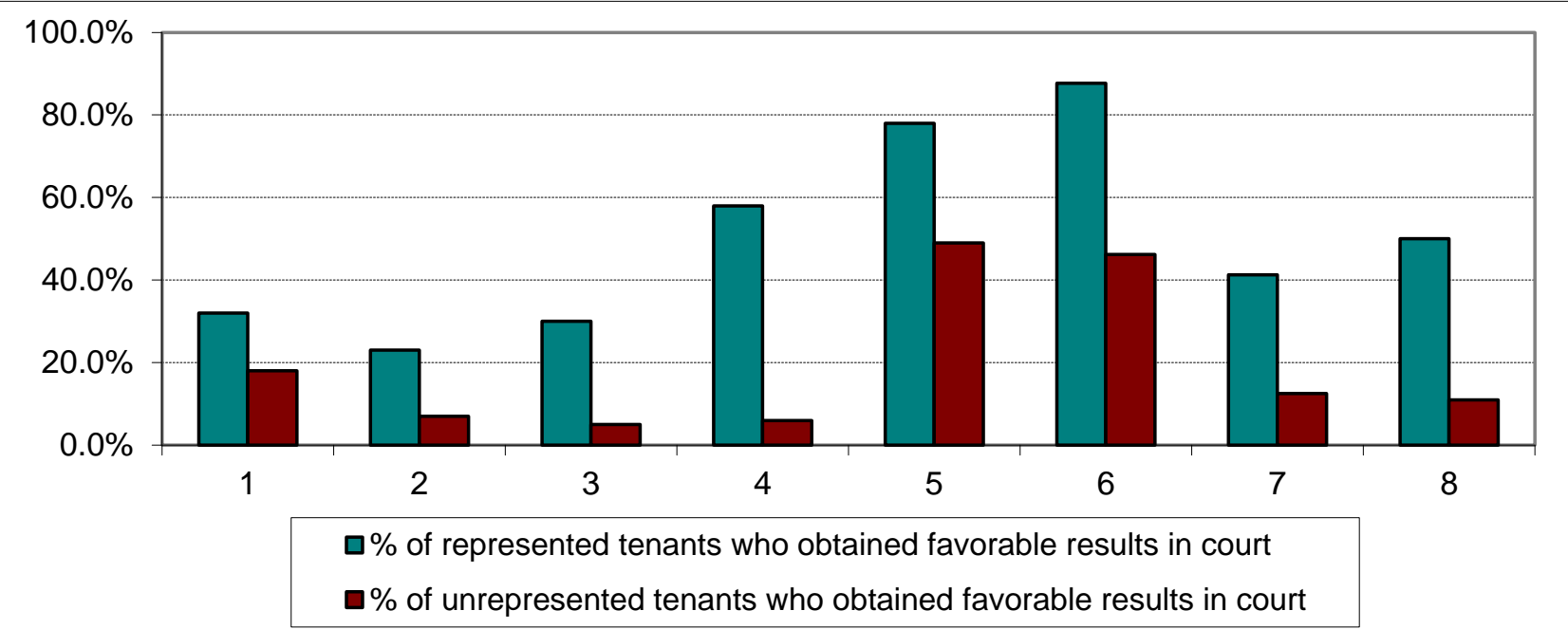
- ▶ 1 in 8 Virginians is qualified for assistance through legal aid, BUT
- ▶ There is only 1 legal aid attorney for every 6,000 poor people in Virginia
- ▶ Thus, 80% of the legal needs of the low-income population go unmet.
- ▶ This differential between the need for and availability of legal services is the “Justice Gap.”

# National Center for State Courts - Virginia Self-Represented Litigants Study

## NCSC Study Findings



- ▶ The *vast majority* of civil cases include at least one unrepresented party.
- ▶ The traditional adversarial model of the court, in which *both* parties have legal representation, occurs in only
  - ▶ 1% of General District Court cases,
  - ▶ 6% of Adult Juvenile & Domestic Relations Court cases, and
  - ▶ 38% of Circuit Court cases.
- ▶ The study also found an association between poverty and lack of representation

# Correlation Between Representation and Outcomes for Tenants in Landlord -Tenant Cases

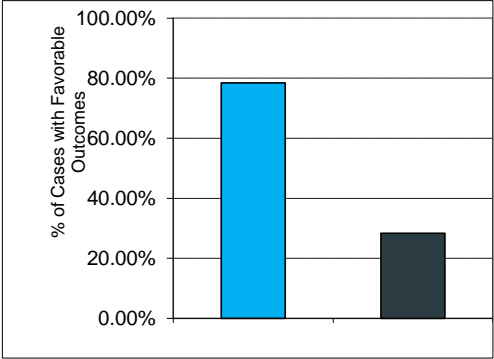


Study #1: Court Study Group of the Junior League of Brooklyn, *Report on a Study of the Brooklyn Landlord and Tenant Court* 21 (1973).  
 Study #2: Steven Gunn, Note, *Eviction Defense for Poor Tenants: Costly Compassion or Justice Served?*, 13 YALE L. & POL'Y REV. 385, 411 (1995). Study #3: Chadha, Lisa Parsons. 1996. *Time to Move: The Denial of Tenants' Rights in Chicago Eviction Court*, Chicago: Lawyers Committee for Better Housing, Inc.  
 Study #4: Rebecca Hall, *Eviction Prevention as Homelessness Prevention: The Need for Access to Legal Representation for Low-Income Tenants* (1991).  
 Study #5: Seron, Carroll, Greg Van Ryzin, Martin Frankel, and Jean Kovath. 2001. *The Impact of Legal Counsel on Outcomes for Poor Tenants in New York City's Housing Court: Results of a Randomized Experiment*. Law and Society Review 35(2): 419-34.  
 Study #6: Anthony J. Fusco, Jr. et al., *Chicago's Eviction Court: A Tenant's Court of No Resort*, 17 URB. L. ANN. 93, 114-16 (1979).  
 Study #7: Boston Bar Ass'n Task Force on Unrepresented Litigants, *Report on Pro Se Litigation*, 17 (1998), available at <http://www.bostonbar.org/prs/reports/>  
 Study #8: Mass. Law Reform Inst., *Summary Process Survey*, 14 (2005)

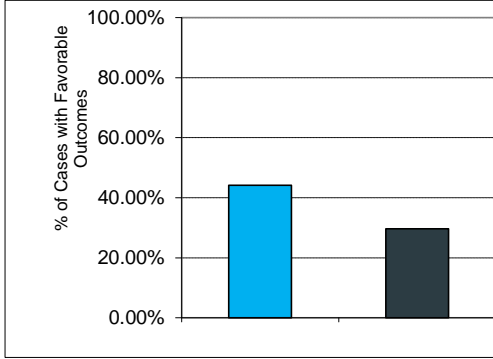
# Correlation Between Representation and Favorable Outcomes in Other Types of Cases

 Represented  
 Unrepresented

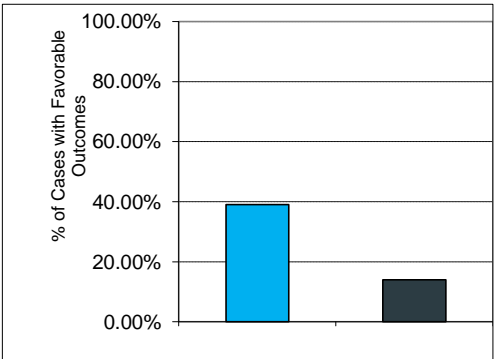
### Social Security Appeals



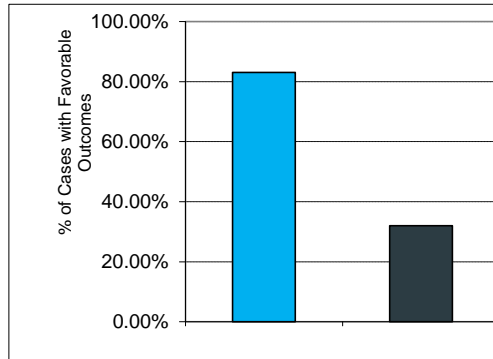
### Unemployment Claims



### Immigration Removal



### Domestic Violence





# RULE 6.1 Voluntary Pro Bono Publico Service

Virginia Rules of Professional Conduct (Rule 6.1)

- ▶ A lawyer should render at least two percent per year of the lawyer's professional time to pro bono public legal services. Pro bono publico services include poverty law, civil rights law, public interest law, and volunteer activities designed to increase the availability of pro bono legal services.
- ▶ A law firm or other group of lawyers may satisfy their responsibility collectively under this Rule.
  - ▶ NOTE: Collective hours can't be reported by anyone other than the attorney who's devoted the hours.
- ▶ Direct financial support of programs that provide direct delivery of legal services to meet the needs described in (a) above is an alternative method for fulfilling a lawyer's responsibility under this Rule.

ABA Model Rules:

A lawyer should be mindful of the **deficiencies in the administration of justice** and of the fact that **the poor, and sometimes persons who are not poor, cannot afford adequate legal assistance, and should therefore devote professional time and civic influence on their behalf.** A lawyer should aid the legal profession in pursuing these objectives and should help the bar regulate itself in the public interest. . . .

MODEL R. PROF'L. CONDUCT, *Preamble*, ¶ 4, 6 (quoted in pertinent part).

# Rule 6.1

## Not mandatory but...

### ▶ COMMENT:

[1] Every lawyer, regardless of professional prominence or professional work load, has a personal responsibility to provide legal services to those unable to pay, and a personal involvement in the problems of the disadvantaged can be one of the most rewarding experiences in the life of a lawyer.

- It's the right thing to do.
- There are personal and professional benefits to be captured.
- It's also easier than you might think.





# The Pro Bono Gap

- ▶ Despite the aspirational goals outlined in Rule 6.1, we have a significant pro bono gap in Virginia.
- ▶ According to the best available data, Virginia lawyers are providing just 80,000 hours of *pro bono*.

**If we had 100% participation with this aspirational goal, we would be providing over 900,000 hours of pro bono!**



# Pro Bono Reporting - A National View

21 states have some form of statewide pro bono reporting

★ Mandatory

★ Voluntary



# The New **VOLUNTARY** Reporting Rule

The addition of Paragraph 22 of Part Six, Section IV, of the Rules of the Supreme Court adds a new **voluntary pro bono reporting rule to complement Rule 6.1 aspirational pro bono service goals.**

# When does the new rule go into effect?

- ▶ The hour is upon us!
- ▶ In effect as of December 1, 2018.
- ▶ The July 2019 dues statement for the 2020 bar year will be the first to incorporate voluntary pro bono reporting. Mailing in June!
- ▶ Practical tip: to report on the July 2019 dues statement, track your pro bono contributions from July 1, 2018 through June 30, 2019.

# Do I have an ethical duty to report?

- ▶ The new rule sets forth voluntary, not mandatory, pro bono reporting.
- ▶ The rule requests that active members voluntarily supply information regarding pro bono service and financial contributions.
- ▶ Reporting zero hours/contributions is still reporting, and it's helpful information for stakeholders.



# GOAL 1: Heighten Awareness of the Importance of Pro Bono

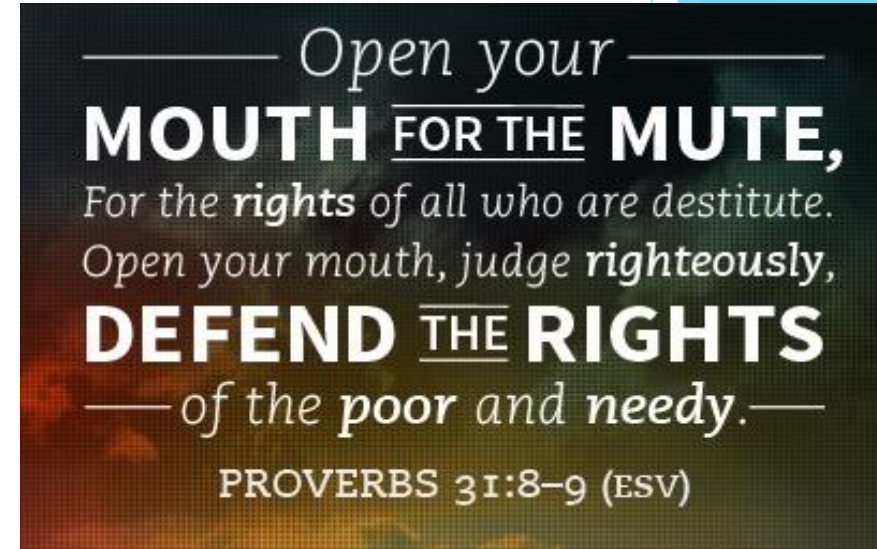
*It's the righteous thing to do...*

*...as good people, good citizens, and good attorneys.*

*"Every lawyer has a personal responsibility to provide legal services to those unable to pay."*

*...because it totally rocks and feels awesome.*

*"Personal involvement in the problems of the disadvantaged can be one of the most rewarding experiences in the life of a lawyer."*





## GOAL 2: Collect data on the amount of pro bono occurring

***The rule sets the goal;  
we need to measure.***

***Participation is key.***



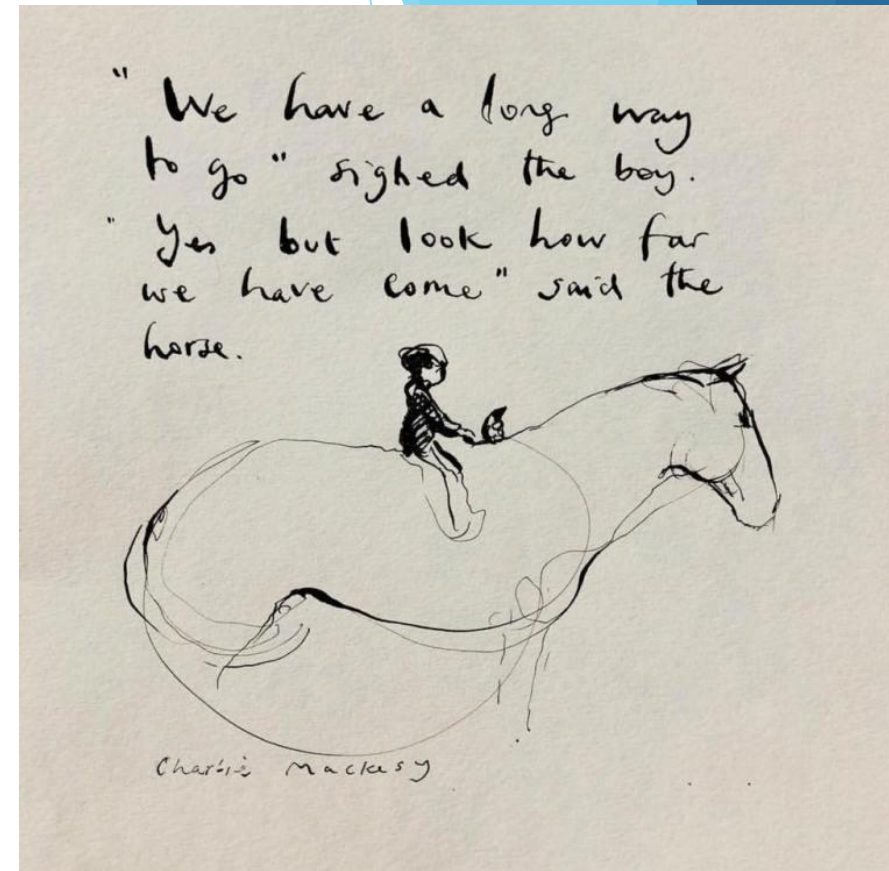
***See letter from Chief Justice Lemons  
encouraging reporting “so that we can  
gather reliable data regarding this  
important effort in Virginia.”***

# GOAL 3: Provide Benchmark Data to Access to Justice Commission

***The Court cares about access to justice and pro bono.***

***The Court wants to know how we're doing so gaps can be addressed through the strategic work of the Access to Justice Commission and other stakeholders.***

***Benchmarks allow us to measure progress.***



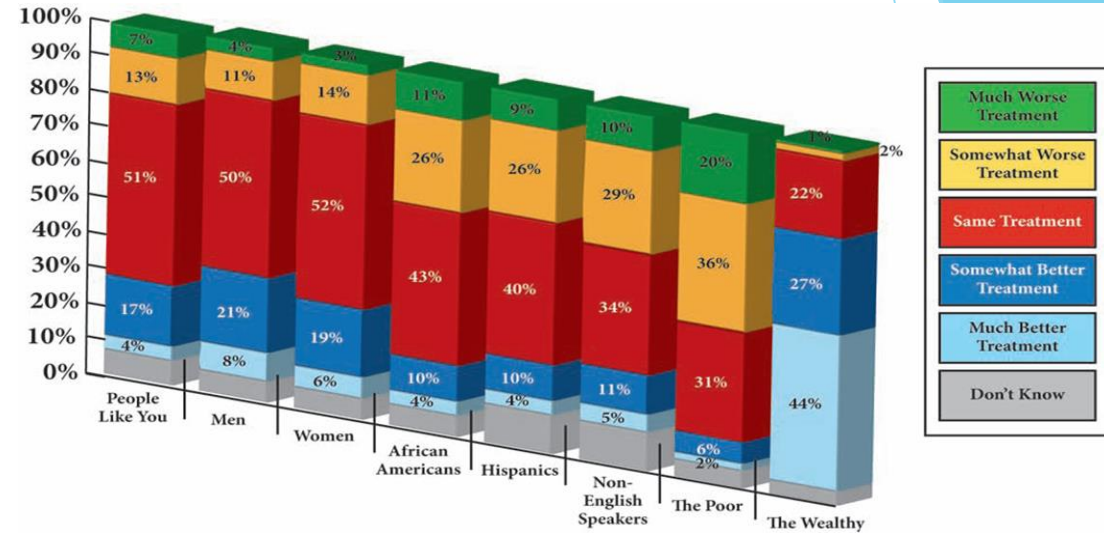
# GOAL 4: Allow the bar to educate the public regarding the amount of pro bono it is doing

*Public feels “Equal Justice” is an empty promise*

*Skepticism about lawyers*

*Sharing goals and measuring process shows we care about the problem.*

*Transparency builds trust*



Source: 2007 Citizens Survey, Office of the Executive Secretary, Supreme Court of Virginia.



# GOAL 5: Allow the judiciary to recognize pro bono contributions

*A little thanks goes a long way.*

*Recognition can be an incentive for participation.*

*There's nothing wrong with a little friendly competition.*

*Service awards/accolades can be great marketing for lawyers and firms; builds professional reputation and brand.*



# How will the data be collected?

A new Voluntary Pro Bono Reporting form (“Annual Dues Statement Section 5”) will be included with your the Annual Dues Statement mailing.

- One-time reporting as part of the annual membership renewal process
- Intended to capture total contributions made in the preceding bar year (July 1 - June 30)
- Reporting can be done online or by mail
  - Mail - Simply fill out Section 5 and return in same envelope as your completed dues statement and payment.
  - Online - Section 5 will be part of the online renewal process; **individual attorneys should renew online, if possible.**



**ANNUAL DUES STATEMENT SECTION 5**  
**Voluntary Pro Bono Publico Legal Services Reporting for Active Members**

**If you are renewing by mail, please complete and return this form with your Annual Dues Statement in the self-addressed envelope provided.**

The information reported on this form will be recorded anonymously and will *not* be associated with your name and bar number unless you opt in.

***DO NOT COMPLETE AND RETURN THIS FORM IF YOU ARE RENEWING YOUR LICENSE ONLINE.***

**Circuit:** \_\_\_\_\_ (required)

*[Please fill in the blank with your circuit based on your VSB address of record as shown on your Annual Dues Statement. See the back of this form for a list of cities and counties by circuit.]*

Rule 6.1 of the Virginia Rules of Professional Conduct establishes a goal that every lawyer should render at least 2% per year of the lawyer's professional time to pro bono publico legal services. The Supreme Court of Virginia requests that each active member of the Virginia State Bar voluntarily supply certain information as part of the annual license renewal process by marking one or more of the following optional responses:

1.  **Pro Bono Hours.** I have personally provided approximately \_\_\_\_\_ hours of pro bono publico legal services as defined in subsection (a) of Rule 6.1 of the Virginia Rules of Professional Conduct during the previous 12 months beginning July 1 of the preceding year and ending June 30 of the current year.
2.  **Financial Contribution.** I have personally contributed \$ \_\_\_\_\_ to support programs that provide the direct delivery of legal services to meet the needs described in Rule 6.1 (a) of the Virginia Rules of Professional Conduct, as an alternative method for fulfilling my responsibility to render pro bono legal services.
3.  **Not Applicable.** The two percent goal is not applicable because:
  - I am currently serving as a member of the judiciary, or
  - I am a government lawyer prohibited by statute, regulation, or agency policy from providing legal services outside my employment, or
  - I maintain retired, disabled, or associate status with the Virginia State Bar.
4.  **No Report.** I do not wish to report the hours of pro bono publico legal services I have performed this year, nor do I wish to report any financial contributions made in lieu of performing such services.

**Opt-in for Recognition.**

- I choose to associate the data I report in this section with my name and bar number so that I can be considered for possible awards and recognition. By opting in, I understand that the information I report may be subject to FOIA requests.

Name: \_\_\_\_\_ VSB ID No.: \_\_\_\_\_

*[Please fill in the blanks above with the requested information exactly as it appears at the top of your Annual Dues Statement.]*



# What do I report?

**Circuit:** \_\_\_\_\_ (required)

*[Please fill in the blank with your circuit based on your VSB address of record as shown on your Annual Dues Statement. See the back of this form for a list of cities and counties by circuit.]*

Rule 6.1 of the Virginia Rules of Professional Conduct establishes a goal that every lawyer should render at least 2% per year of the lawyer's professional time to pro bono publico legal services. The Supreme Court of Virginia requests that each active member of the Virginia State Bar voluntarily supply certain information as part of the annual license renewal process by marking one or more of the following optional responses:

1.  **Pro Bono Hours.** I have personally provided approximately \_\_\_\_\_ hours of pro bono publico legal services as defined in subsection (a) of Rule 6.1 of the Virginia Rules of Professional Conduct during the previous 12 months beginning July 1 of the preceding year and ending June 30 of the current year.
2.  **Financial Contribution.** I have personally contributed \$ \_\_\_\_\_ to support programs that provide the direct delivery of legal services to meet the needs described in Rule 6.1 (a) of the Virginia Rules of Professional Conduct, as an alternative method for fulfilling my responsibility to render pro bono legal services.
3.  **Not Applicable.** The two percent goal is not applicable because:
  - I am currently serving as a member of the judiciary, or
  - I am a government lawyer prohibited by statute, regulation, or agency policy from providing legal services outside my employment, or
  - I maintain retired, disabled, or associate status with the Virginia State Bar.
4.  **No Report.** I do not wish to report the hours of pro bono publico legal services I have performed this year, nor do I wish to report any financial contributions made in lieu of performing such services.

You can view the full text of the Court's order here:

[http://www.courts.state.va.us/courts/scv/amendments/part\\_6\\_sect\\_iv\\_para22.pdf](http://www.courts.state.va.us/courts/scv/amendments/part_6_sect_iv_para22.pdf)

# How will the data I report be stored?

## ▶ Anonymity is the default

- The details of your report will not be associated with your name/membership record **UNLESS** you **OPT IN**.
- We will be collecting and storing your circuit information.

## ▶ But you can identify yourself by opting in to be considered for possible recognition.

### Opt-in for Recognition.

- I choose to associate the data I report in this section with my name and bar number so that I can be considered for possible awards and recognition. By opting in, I understand that the information I report may be subject to FOIA requests.

Name: \_\_\_\_\_ VSB ID No.: \_\_\_\_\_

*[Please fill in the blanks above with the requested information exactly as it appears at the top of your Annual Dues Statement.]*

# What categories of volunteer service are reportable?

Volunteer services for which you should track and report your hours include the following four categories taken from **Rule 6.1 (a)** and its comments.

## Legal Service Categories

1. Poverty Law
2. Civil Rights Law
3. Public Interest Law

## Non-Legal Service Category

4. Volunteer Activities Designed to Advance Pro Bono

# Legal Service Categories - Threshold Requirement

*Pro bono legal services consist of any professional services for which the lawyer would ordinarily be compensated.*

(Comment 1)

- ▶ Objective standard can be used, especially if you are engaging in a particular service for the first time. Be intellectually honest in your assessment.
- ▶ Free or nominal fee nature of the work must be established in advance of representation. (Comments 2, 3, 6)
- ▶ To truly be “pro bono publico” must fall into one of the categories outlined under Rule 6.1 (a).

# Poverty Law

*Providing low bono or pro bono legal assistance to someone who lacks the financial resources to hire a lawyer. (Comment 2)*

- ▶ Legal aid clients
- ▶ Those with insufficient resources to pay an attorney, even if above legal aid guidelines
- ▶ Structured programs provide benefits, but ad hoc service does count
  - ▶ Helping a neighbor, a friend of a colleague, a fellow parishioner, etc.
- ▶ Examples of structured programs
  - ▶ Legal Aid Society of Eastern Virginia (LASEVA)
  - ▶ YWCA of Hampton Roads (Domestic Violence Advocacy program)
  - ▶ Virginia Free Legal Answers
  - ▶ Attorney General of Virginia Veterans Legal Services Clinic
  - ▶ Any programs outlined in *Free and Low Cost Legal Resources in Virginia* pamphlet

# Civil Rights Law

*Providing nominal fee or free legal assistance to assert or protect the rights of individuals in which society has an interest. (Comment 3)*

- ▶ No requirement that client is unable to afford an attorney
- ▶ Professional services for victims of discrimination based on race, sex, age or handicap (“typical examples”) or any other protected class.
- ▶ Service to veterans, active-duty military, etc. (without regard to the ability to pay, otherwise would be pro bono Poverty Law)
  - ▶ Look for a federal law that is designed to protect the rights of the specific group in question and ask “are those rights being denied?” (Servicemembers Civil Relief Act, Vietnam Era Veterans Readjustment and Assistance Act, GI Bill, veterans benefits, etc.)
  - ▶ General civil legal assistance to veteran’s and service members not related to specific protective rights extended to these groups probably doesn’t count (drafting free life planning documents, assisting on a divorce/custody matter, etc.)
- ▶ Structured Programs
  - ▶ ACLU of Virginia
  - ▶ Disability Law Center of Virginia
  - ▶ Housing Opportunities Made Equal (FHA and ADA claims)



# Public Interest Law

*Providing pro bono or sliding scale legal services to religious, charitable or civic groups in efforts such as... (Comment 4)*

- ▶ No requirement that the public interest group is unable to afford counsel
- ▶ Must be some connection between your legal service and a public service being provided by the organization
  - ▶ Setting up a shelter for the homeless
  - ▶ Operating a hotline for battered spouses
  - ▶ Providing public service information
- ▶ Service can be to the religious, civic, or charitable organization of your choice so long as the group is providing a public service in the spirit of the rule
- ▶ Structured programs
  - ▶ Northern Virginia Pro Bono Law Center
  - ▶ Greater Richmond Bar Foundation
  - ▶ Volunteer Mediator for BBB Car Warranty Dispute Resolution/VSB Fee Dispute Resolution
- ▶ Be wary of providing legal service to a nonprofit if you're a member of the BOD (role confusion, loss of independence of professional judgment, conflicts of interest, competence, etc.)
  - ▶ Three-part webinar presentation "Before You Say Yes to Serving on a Board"<sup>27</sup> - [https://www.vsb.org/site/sections/pro\\_bono/webinar\\_recordings](https://www.vsb.org/site/sections/pro_bono/webinar_recordings)

# Other Volunteer Activities

*Engaging in volunteer activities designed to increase the availability of pro bono (Comment 5).*

- ▶ Does not require provision of legal services

Examples:

- ▶ Training and mentoring lawyers who have volunteered to take pro bono cases
- ▶ Helping recruit lawyers to do pro bono
- ▶ Drafting training materials that pro bono attorneys will use to assist clients in any of the three categories discussed
- ▶ Developing informational materials to promote pro bono programs
- ▶ Performing intake or screening services for legal aid or other legal services programs that serve pro bono clients in any of the three categories of direct legal services outlined under Rule 6.1 (a)
- ▶ Serving on the [VSB Special Committee on Access to Legal Services](#) or other boards, committees or bodies that increase access to pro bono services on the state or local level (Access to Justice Commission or its many committees, VBA Pro Bono Council, local or specialty bar association or firm pro bono/public service committees)

**Serving on a nonprofit board generally doesn't count unless it is somehow related to advancing pro bono service (so legal aid board would count). Also, volunteering to coach your son's little league team doesn't count, even though that's admirable and great for the community.**

# What about hours associated with fee losses or discounts given at the end of a case?

**Comment 6 to Rule 6.1** requires that the free or nominal fee nature of the legal work **must be established in advance of the representation** for it to be considered pro bono under the rule.

- No writing off fee losses
- No contingency fees

# What about free legal consultations?

- ▶ The advice and counsel provided must meet one of the categories of direct legal service under Rule 6.1 (a).
- ▶ The intent and purpose behind the engagement is central in determining if it is a reportable pro bono contribution.
  - General marketing and business development practices designed to screen for paying clients or identify good cases do not count, even if you do not charge a fee for the consult.
  - However, if someone calls and says “I can’t afford to pay a lawyer, but I need some free legal advice,” and you provide that advice for free when you would normally charge for that time, it DOES count

# Financial Contributions

Active bar members should report direct financial support of programs that provide direct delivery of “pro bono publico services” as defined by Rule 6.1 and its comments.

- ▶ Cut a check - donate directly to legal aid and non-profit legal service providers.
- ▶ Go out for the cause - Have fun while making a financial contribution - attend your local legal aid gala, buy a ticket to a non-profit event, participate in other fundraisers.
  - ▶ Report what you paid for the ticket MINUS any value received. Ask the organization for tax receipt.

# Where can I get updated information about Voluntary Pro Bono Reporting?

Review VSB's "Frequently Asked Questions" document, which is updated periodically with new information based on real inquiries from members like you!

[http://www.vsb.org/site/members/voluntary\\_pro\\_bono\\_reporting\\_faqs](http://www.vsb.org/site/members/voluntary_pro_bono_reporting_faqs)

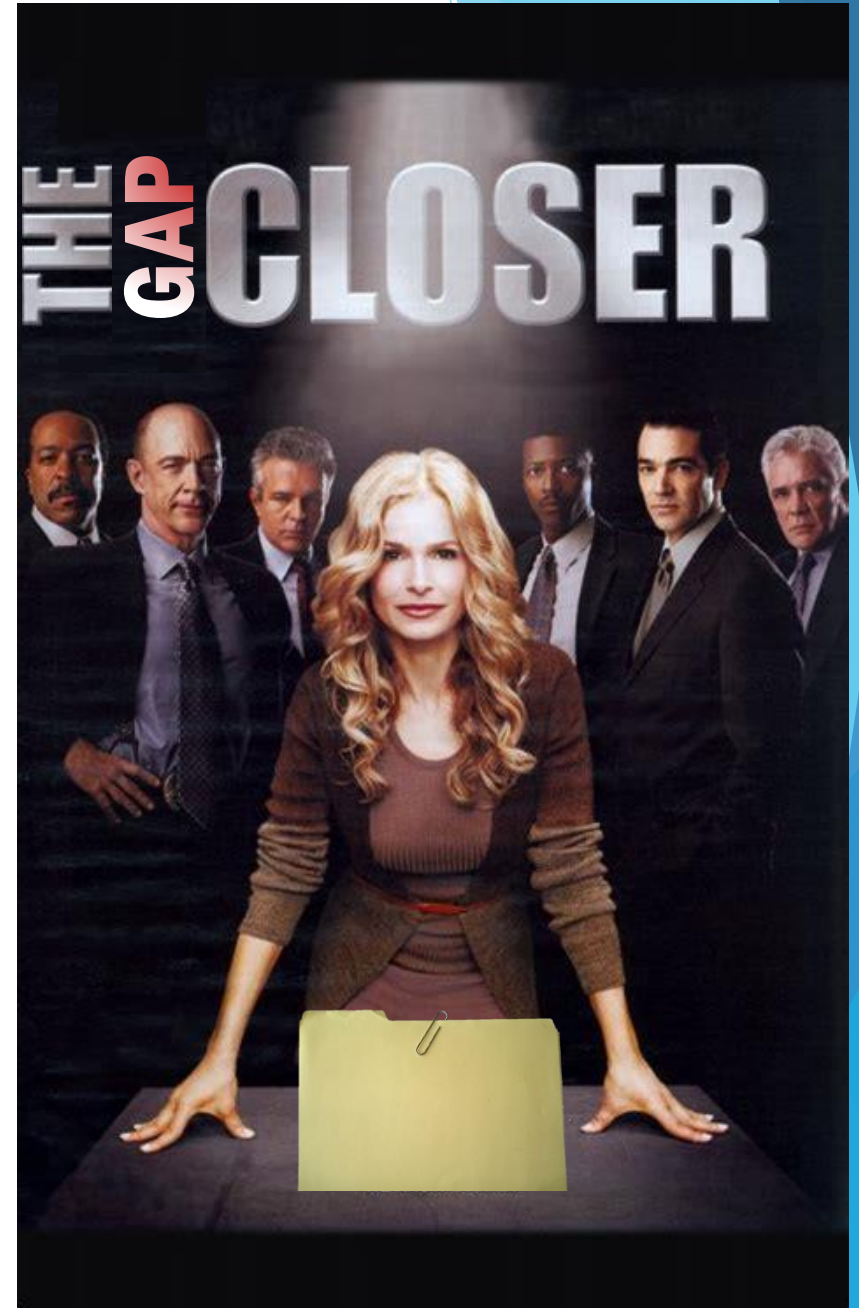
Contact Crista Gantz at [cgantz@vsb.org](mailto:cgantz@vsb.org)



# Virginia State Bar Pro Bono Initiatives

- ▶ VSB Special Committee on Access to Legal Services
- ▶ Pro Bono Trainings (webinars and live trainings)
  - ▶ New programs offered throughout the year
  - ▶ Previous webinars recorded and posted on VSB Access/Pro Bono webpage
- ▶ Clearinghouse for Pro Bono initiatives and materials
  - ▶ *Free and Low Cost Legal Resources in Virginia* pamphlet (take one before you go!)
  - ▶ Facebook page and webpage highlight justice gap information, programs, volunteer opportunities, news, rule changes and other resources connected to access to legal services
- ▶ Access Director support
  - ▶ Pro bono gatekeeper to help identify and engage with the right pro bono opportunity
- ▶ Support Rule Changes to Enhance Pro Bono Engagement
  - ▶ Emeritus Membership
    - ▶ Senior lawyers can transition into pro bono service before retirement; no annual dues; supervision no longer required; affiliation with “qualified legal services provider”; free CLE (12 hours) thanks to generosity of VACLE®
  - ▶ Voluntary Pro Bono Reporting
  - ▶ **Rule 1:5 - Limited Scope Appearance (Rule of Court)**

To close the justice gap,  
we really need pro bono  
attorneys in court.



# Changes to Rule 1:5 - Limited Scope Appearance

- ▶ On October 31, 2018, the Supreme Court of Virginia amended Rule 1:5 -specifically procedures around making **limited scope appearances**.
- ▶ Key Changes -
  - ▶ Notice-based limited scope appearance
    - ▶ Legal aid attorneys
    - ▶ Pro bono attorneys on direct referral from Qualified Legal Services Provider
  - ▶ Automatic withdrawal upon completion of the limited scope representation
    - ▶ Notice requirements
    - ▶ Client endorsement needed (otherwise through motion)
- ▶ The amendments complement Rule 1.2 of the Virginia Rules of Professional Conduct and add transparency to the process within the courtroom.
- ▶ Pro bono attorneys can find forms in the library of [www.Probono.net/va](http://www.Probono.net/va), in the [Limited Scope Appearance Model Pleadings](#) folder.

# Suggestions for Doing Rule 6.1 Pro Bono Legal Aid

- ▶ Engage in direct service under Rule 6.1 (a) by partnering with the leaders in poverty law
- ▶ Opportunities include hotlines, clinics, full case representation
- ▶ 9 programs offer a variety of engagements throughout VA

ORGANIZATION	OFFICE LOCATION(S)	PRO BONO CONTACT	PHONE	EMAIL
<b>Blue Ridge Legal Services (BRLS)</b>	Winchester, Harrisonburg, Lexington, Roanoke	Debbie Lanham, Molly Bell, Robin Mayer, Susan Proctor	(540) 662-5021 (540) 433-1830 (540) 463-7334 (540) 334-2080	dlanham@brls.org, mbell@brls.org, rmayer@brls.org sproctor@brls.org
<b>Central Virginia Legal Aid Society (CVLAS)</b>	Richmond, Charlottesville, Petersburg	Kathy Brigman	(804) 518-2131	kat@cvlas.org
<b>Legal Aid Justice Center (LAJC)</b>	Richmond, Charlottesville, Northern VA, Petersburg	Jessica Wright Hallie Ryan (NoVA)	(804) 643-1086 (703) 778-3450	Jessica@justice4all.org Hallie@justice4all.org
<b>Legal Aid Society of Eastern Virginia (LASEVA)</b>	Norfolk, Virginia Beach, Hampton, Williamsburg, Belle Haven	Tameeka Williams	(757) 627-5423	tameekaw@laseva.org
<b>Legal Aid Society of Roanoke Valley (LASRV)</b>	Roanoke	Susan Proctor	(540) 334-2080	sproctor@brls.org
<b>Legal Aid Works (formerly Rappahannock Legal Services)</b>	Fredericksburg, Tappahannock, Culpeper	Carolyn Ross, Kim McCartney, Laurie Wiggins	(540) 371-1105, (804) 443-9393, (540) 825-3131	cross@legalaidworks.org, kmccartney@legalaidworks.org, lwiggins@legalaidworks.org
<b>Legal Services of Northern Virginia (LSNV)</b>	Fairfax, Arlington, Alexandria, Prince William, Loudoun, Route 1, Fredericksburg	Jennifer Fulmer	(703) 504-9153	jfulmer@lsnv.org
<b>Southwest Virginia Legal Aid Society (SVLAS)</b>	Castlewood, Christiansburg, Marion	Cassandra Turner	(540) 382-6157	cassandra@svlas.org
<b>Virginia Legal Aid Society (VLAS)</b>	Lynchburg, Danville, Suffolk, Farmville	Debby Hudgins	(434) 846-1326,	deborahh@vlas.org,

# Suggestions for Doing Rule 6.1 Pro Bono Statewide Opportunities



- ▶ **Do pro bono your way with Virginia Free Legal Answers!**
  - ▶ Convenient
  - ▶ Low-stress
  - ▶ Short-term
  - ▶ Reportable
  - ▶ Malpractice coverage provided
- ▶ ABA initiative to build and maintain a fifty state interactive website to provide online pro bono assistance to low-income citizens.
- ▶ Virginia site launched August 22, 2016
  - ▶ 2,149 client users
  - ▶ 360 volunteer attorneys
  - ▶ 1,939 questions asked; 1,820 questions answered by attorneys to date
- ▶ <https://Virginia.freelegalanswers.org>





# Suggestions for Doing Rule 6.1 Pro Bono Statewide Opportunities



Virginia  
Free Legal  
Answers

- ▶ Assistance with Voluntary Pro Bono Reporting built into the system
- ▶ Easily track your hours using the “Log My Hours” tool

The screenshot shows the user interface for logging pro bono hours. At the top, there is a navigation bar with the Virginia logo, the user's email address (crista.whitman@gmail.com), and a 'Contact Us' link. Below this is a banner image of hands raised, with the American Bar Association (ABA) logo and 'FREE LEGAL ANSWERS' text on the right. The main navigation menu includes 'Home', 'Question History', 'Profile', 'FAQ', 'Training Resources', 'Log My Hours', and 'Manage Subscriptions'. The 'Log My Hours' section is active, displaying a message: 'You currently have 0.5 hours logged for the year 2018'. There is a search bar labeled 'Search your hours'. Below the message, there is a prompt: 'Enter the number of hours in tenths, example: 1.2 HOURS'. A text input field contains '0.0', followed by a 'HOURS' label and a '+' button. At the bottom, there are two buttons: 'Submit your hours and logout' and 'Submit your hours and return to Home'.



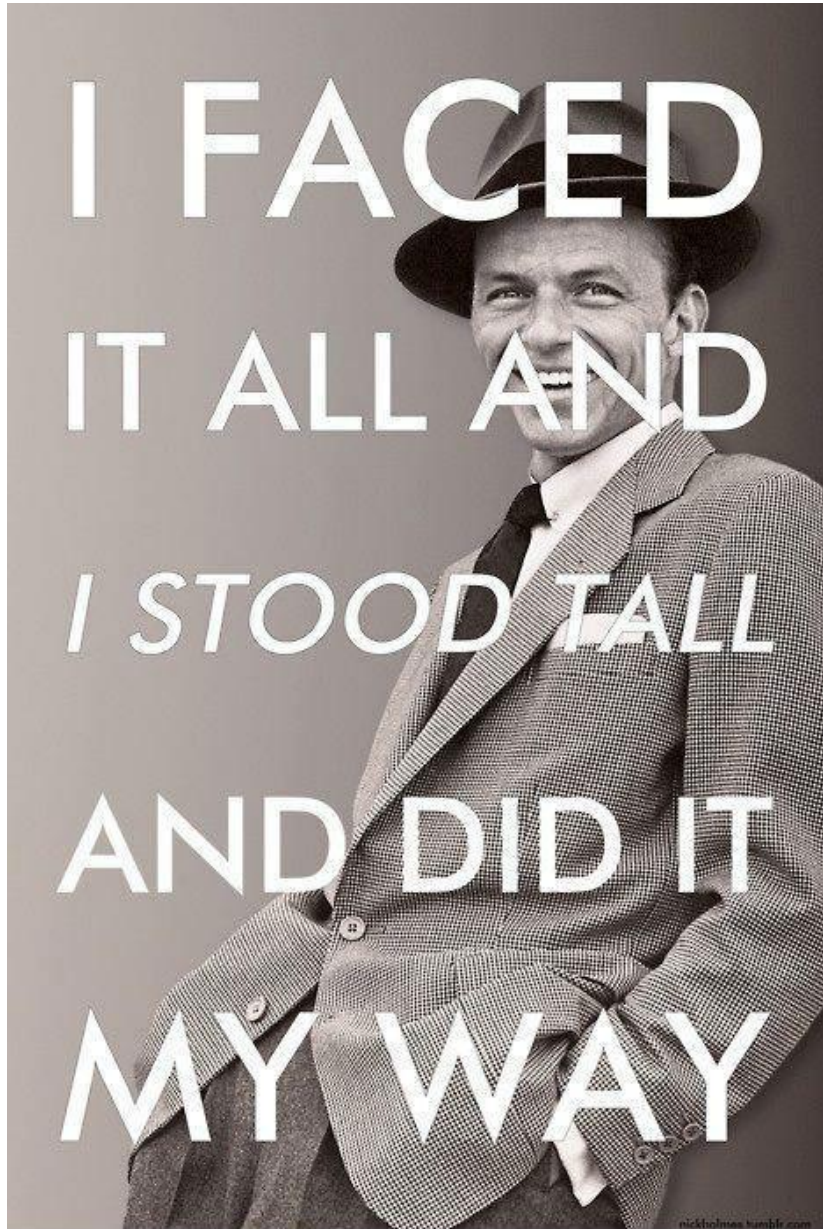
# Other Pro Bono Resources

- ▶ **American Bar Association** - The ABA's Standing Committee on Pro Bono and Public Service offers many resources to volunteer lawyers including Pro Bono rules and policies, a clearinghouse library and a directory of pro bono service providers in Virginia.  
[http://www.americanbar.org/groups/probono\\_public\\_service.html](http://www.americanbar.org/groups/probono_public_service.html)
- ▶ **Virginia Bar Association** - The VBA serves the public through a number of legal advocacy and volunteer service opportunities including the Veterans Initiative and ProsforKids.  
[http://www.vba.org/?page=how\\_we\\_help](http://www.vba.org/?page=how_we_help)
- ▶ **ProBono.net/va** - This website provides resources for pro bono and legal services attorneys to assist in the representation of low-income and disadvantaged clients. They also offer a Pro Bono Opportunities Guide. <http://www.probono.net/va/>
- ▶ **Valegalaid.org** - This website is designed for pro se assistance and has helpful resources for pro bono volunteers. <http://www.valegalaid.org/>
- ▶ **VA CLE Pro Bono Portal** - This program provides free, non-credit bearing CLE presentations and materials to pro bono attorneys to assist in specific pro bono cases. This service is also available to legal aid attorneys. Simply create an account, log in, search the online seminars and add programs to your Cart. Repeat as necessary as pro bono cases arise.  
[https://www.vacle.org/Free\\_Pro\\_Bono\\_Content-pg222.aspx?utm\\_source=Magnet&utm\\_medium=Email&utm\\_campaign=180104ProBono](https://www.vacle.org/Free_Pro_Bono_Content-pg222.aspx?utm_source=Magnet&utm_medium=Email&utm_campaign=180104ProBono)

# More Information from the VSB About How and Where to Do Pro Bono

For more information about pro bono opportunities, including [Virginia.freelegalanswers.org](http://www.freelegalanswers.org), please:

1. Visit the Pro Bono/Access to Legal Services pages on the VSB website ([www.vsb.org](http://www.vsb.org) ),
  - Webinar recordings:  
[http://www.vsb.org/site/sections/pro\\_bono/webinar\\_recordings](http://www.vsb.org/site/sections/pro_bono/webinar_recordings)
  - *Free and Low Cost Legal Resources* pamphlet:  
<http://www.vsb.org/docs/probono/access-guide.pdf>
2. “Like” the Virginia State Bar Access to Legal Services Facebook page (<https://www.facebook.com/Virginia-State-Bar-Access-to-Legal-Services-715445355256426/> )
3. Sign up for [Virginia.freelegalanswers.org](http://www.freelegalanswers.org) at <https://virginia.freelegalanswers.org/>
4. Contact Crista Gantz, Director, Access to Legal Services, Virginia State Bar at (804) 775-0522 or at [cgantz@vsb.org](mailto:cgantz@vsb.org)



**Commit to finding  
what works for you  
and then go DO IT!**

**QUESTIONS?**

# Voluntary Pro Bono Reporting FAQs

Approved on February 27, 2018, the Rules of the Supreme Court of Virginia, Part 6, Section IV, will include a new provision, Paragraph 22, that requests each active VSB member report their pro bono hours and/or financial contribution in support of pro bono legal services on their annual dues statement.

## **1. When does the new rule go into effect?**

December 1, 2018

## **2. When will I see it on my annual dues statement?**

The July 2019 dues statement for the 2020 bar year will be the first to incorporate voluntary pro bono reporting. The new section will appear on the mailed dues statement and available to those renewing online.

## **3. If I plan to report on my annual dues statement, when should I begin tracking my pro bono contributions?**

Attorneys can report contributions made during the 12 months prior to the annual dues statement. As a practical matter, attorneys should start tracking their hours and financial support starting on July 1 of the year prior to the annual dues statement on which they plan to report. They should continue tracking through June 30 of the current year's dues statement. For example, attorneys who wish to report on their July 2019 dues statement should start tracking their pro bono contributions on July 1, 2018, and keep tracking through June 30, 2019.

## **4. What membership classes are subject to voluntary pro bono reporting?**

The rule requests that active members voluntarily supply information regarding pro bono service and financial contributions.

## **5. Does the rule allow me to opt out if I don't wish to report my pro bono hours and/or financial contribution?**

Yes. The new rule sets forth voluntary, not mandatory, pro bono reporting. Active members who wish to opt out of reporting should select option 4: No Report.

## **6. Does the new rule mean that I must perform pro bono service?**

No. The new voluntary pro bono reporting rule is meant to complement the aspirational goals of Rule 6.1 of the Virginia Rules of Professional Conduct. This new rule is an opportunity for active Virginia bar members to report their contributions to pro bono and as a mechanism to assess the justice gap and respond with programming to help close it.

## **7. What types of pro bono service hours can I include in my report?**

Legal services for which you should track and report your hours include the following four categories taken from Rule 6.1(a) and its comments:

1. Providing low bono or pro bono legal assistance to someone who lacks the financial resources to hire a lawyer (**poverty law**). Examples in this category include but are not limited to providing advice or representation to low-income clients through legal aid and the independent pro bono programs in the [Free and Low Cost Legal Resources in Virginia pamphlet](#), or through partnership programs like the [Triage Project](#), or answering client questions on [Virginia.freelegalanswers.org](http://Virginia.freelegalanswers.org).
2. Providing nominal fee or free legal assistance to assert or protect the rights of individuals in which society has an interest (**civil rights law**). Examples in this category include but are not limited to providing advice or representation to [veterans](#), [ACLU clients](#), and [people with disabilities](#).
3. Providing pro bono or sliding scale legal services to religious, charitable or civic groups (**public interest law**). Examples in this category include but are not limited to providing advice or representation to non-profit organizations through the [Greater Richmond Bar Foundation's Pro Bono Clearinghouse](#) or the [Fairfax Law Foundation](#).
4. Engaging in **volunteer activities** to increase the availability of pro bono. Examples in this category include but are not limited to training and mentoring lawyers who have volunteered to take legal aid referrals, helping recruit lawyers for pro bono referral programs, developing informational materials that provide pro bono legal services information to the public or promote pro bono programs, joining the [VSB Special Committee on Access to Legal Services](#) or other boards, committees or bodies that increase access to pro bono services on the state or local level.

## **8. Can I report hours devoted to court-appointed criminal defense work performed for a statutory fee?**

No. Court-appointed criminal defense work where the attorney is awarded a statutory fee, even though the fee is low, does not qualify as pro bono under the current rule. This is true even if the funding for the fee cap waiver runs out and the court-appointed attorney is aware of this fact before starting work on a case.

### **8a. What if I waive my fee?**

Yes. Court-appointed criminal defense work where the attorney's fee is waived does qualify as pro bono. Comment 1 defines pro bono legal services as "any professional legal services for which the lawyer would ordinarily be compensated." Court-appointed criminal defense attorneys are ordinarily paid for this work, although the statutory flat fee is very low. Additionally, there must be a connection between the pro bono legal services being provided and one of the pro bono categories outlined under Rule 6.1 (a). In this case, the court-appointed criminal defense attorney is performing pro bono services in the "poverty law" category by providing uncompensated legal representation to a person who does not have the financial resources to pay for an attorney.



**9. Can I report hours devoted to court-appointed GAL work performed for a fee?**

No. Court-appointed GAL work for a fee, even though the hourly rate is very low, does not qualify as pro bono under the current rule.

**9a. What if I waive my fee?**

Yes. Comment 1 defines pro bono legal services as "any professional legal services for which the lawyer would ordinarily be compensated." Attorneys are ordinarily paid for GAL work, so if the GAL services are being provided for free and to meet the needs of at least one the pro bono categories outlined under Rule 6.1 (a), it counts as pro bono.

**10. Can I report volunteer time spent on client intake and screening work for legal aid or other Qualified Legal Services Providers?**

Yes. Volunteer attorney time spent on client intake and screening work for legal aid or other Qualified Legal Services Providers counts as pro bono under Rule 6.1 (a) as a "volunteer activity designed to increase the availability of pro bono legal services" because such work aids in identifying qualified clients to receive free legal services through these organizations and the pro bono attorneys serving them.

**11. What about volunteer time spent drafting or editing substantive legal content for self-help materials or informational materials designed to educate the public on the law?**

Time spent assisting a civil, religious, or charitable organization in drafting substantive legal content to create brochures and other informational resources (printed, video, online, etc.) containing legal information of interest to the public qualifies as pro bono "public interest law" under Comment 4 so long as the activity is a professional service for which an attorney would ordinarily be compensated.

**12. Can I report hours spent preparing and presenting an informational legal clinic to the public (i.e. no direct legal advice is provided)?**

Yes, volunteer time an attorney spends preparing and presenting an informational legal clinic to the public counts as pro bono if the attorney is performing the service to meet one or more of the needs described in Rule 6.1 (a) and the activity is a professional service for which an attorney would ordinarily be compensated.

**13. Does time an attorney spends as a volunteer arbitrator on behalf of a public service program run by a religious, civic or charitable group count as pro bono?**

Yes, time spent volunteering as a third-party neutral is a reportable contribution if an attorney would ordinarily get paid for this type of work and the dispute resolution program serves the public interest consistent with Comment 4.

#### **14. What about time spent giving free legal consultations?**

Time spent assisting a civil, religious, or charitable organization in drafting substantive legal content to create brochures and other informational resources (printed, video, online, etc.) containing legal information of interest to the public qualifies as pro bono "public interest law" under Comment 4 so long as the activity is a professional service for which an attorney would ordinarily be compensated.

#### **15. Can I report hours that I have discounted or written off in retrospect because the client couldn't or didn't pay my fees? What about hours related to losses associated with contingency fee cases?**

No. Comment 6 to Rule 6.1 requires that the free or nominal fee nature of the legal work must be established in advance of the representation for it to be considered pro bono under the rule – i.e., no writing off fee losses and no contingency fees.

#### **16. What types of financial contributions can I include in my report?**

Active bar members should report direct financial support of programs that provide direct delivery of legal services to meet the needs outlined in Rule 6.1 (a). Donations to legal aid and other nonprofit Qualified Legal Services Providers that provide direct legal representation to low-income persons (poverty law) counts under the Rule.

#### **17. Do donations to nonprofits serving a quasi-legal services function count?**

Yes, these kinds of donations count if the financial contribution supports the program providing the direct legal services work. If the donation isn't earmarked to the legal services program and the donor can't otherwise determine how much of the donation goes to the legal services program, it doesn't count.

#### **18. What about donations to non-legal services organizations that provide informational legal materials or informational legal clinics to the public?**

No. Donations count under Rule 6.1 (c) only if the financial contribution directly supports a program that provides direct delivery of legal services designed to meet the needs described in paragraph (a). Programs are not engaged in the direct delivery of legal services simply by providing the public with access to informational legal materials or informational legal clinics. As such, donations to these organizations do not count. Please note, although organizations providing these legal informational materials and clinics to the public are not providing direct legal services under the Rule by doing so, attorneys assisting in these efforts may be entitled to pro bono credit (see FAQ # 11 and 12).

#### **19. Can I report the purchase price of tickets to legal aid and other QLSP fundraising events?**

Yes, if the ticket proceeds support programs that provide direct delivery of legal services to meet the needs described in Rule 6.1 (a). Like the approach under the IRS rules related to charitable

donations, the amount claimed as pro bono should be the price paid for the ticket minus the value of the ticket to the purchaser (food, entertainment, etc.). Lawyers purchasing tickets to these types of events should contact the organization to get a tax receipt.

An electronic version of this document with live links is available online at [http://www.vsb.org/site/members/voluntary\\_pro\\_bono\\_reporting\\_faqs](http://www.vsb.org/site/members/voluntary_pro_bono_reporting_faqs)

**Closing the Justice Gap:  
Pro Bono Practice and  
Opportunities at  
Legal Aid Society  
of Eastern Virginia**

**April 2019**

**Presenter: Tameeka M. Williams, Esquire**



# Introduction

- Legal Aid Society of Eastern Virginia
  - Pro Bono & Private Attorney Involvement Program
    - A non-profit organization
    - Office Locations: Norfolk, Hampton, Virginia Beach, Williamsburg, and on the Eastern Shore
    - Service Areas:
      - Virginia Beach, Chesapeake, Accomack, Northampton
      - Norfolk, Portsmouth, Hampton, Newport News
      - Williamsburg, Yorktown, Poquoson, James City,
      - York, Gloucester, Mathews, and Middlesex
    - Provide free civil legal services to low to moderate income residents in our service areas. Screening process and see Income Eligibility Guidelines Sheet.

Visit our website: [www.laseva.org](http://www.laseva.org)



## 2019 Income Eligibility Guidelines

Effective January 11, 2019

Family Size	Annual Income		Monthly Income		Semi-Monthly Income		Bi-Weekly Income		Weekly Income	
	125%	200%	125%	200%	125%	200%	125%	200%	125%	200%
1	\$15,613	\$24,980	\$1,301	\$2,082	\$651	\$1,041	\$601	\$961	\$300	\$480
2	\$21,138	\$33,820	\$1,762	\$2,818	\$881	\$1,409	\$813	\$1,301	\$407	\$650
3	\$26,663	\$42,660	\$2,222	\$3,555	\$1,111	\$1,778	\$1,026	\$1,641	\$513	\$820
4	\$32,188	\$51,500	\$2,682	\$4,292	\$1,341	\$2,146	\$1,238	\$1,981	\$619	\$990
5	\$37,713	\$60,340	\$3,143	\$5,028	\$1,571	\$2,514	\$1,451	\$2,321	\$725	\$1,160
6	\$43,238	\$69,180	\$3,603	\$5,765	\$1,802	\$2,883	\$1,663	\$2,661	\$832	\$1,330
7	\$48,763	\$78,020	\$4,064	\$6,502	\$2,032	\$3,251	\$1,876	\$3,001	\$938	\$1,500
8	\$54,288	\$86,860	\$4,524	\$7,238	\$2,262	\$3,619	\$2,088	\$3,341	\$1,044	\$1,670
<i>For Family Units with more than 8 members, add this amount of income <u>for each additional member</u> :</i>										
each +1	\$5,525	\$8,840	\$460	\$737	\$230	\$368	\$213	\$340	\$106	\$170

Source: <https://aspe.hhs.gov/poverty-guidelines>



# Types of Cases

**Level of service needed:** counsel and advice; brief service (e.g. draft a letter to opposing party or draft agreement); or representation in court. Malpractice coverage provided.

## **Family Law**

- Protective Orders
- Contested and Uncontested Adoptions
- Contested and Uncontested Divorces
- Child Custody
- Child Support
- Spousal Support
- Name Changes (for minors and adults)

## **Consumer**

- Bankruptcy - Chapter 7
- Debt collection relief
- Unlawful Repossession
- Avoid/end garnishment or levy
- Enforce sales contract/warranties
- Stop fraudulent sales practices

## **Housing**

- Tenant Assertions (Landlord failed to maintain/fix property)
- Security Deposit Return (Landlord refuses or fails to return security deposit)
- Wrongful Evictions (Private landlords not Public Housing)

## **Elder Law**

- Contested or Uncontested Guardianships
- Probate Issues
- Estate Planning
- Reverse Mortgage Issues

## **Other**

Other types of cases are available as well. Please inquire.

# Representing Clients from Legal Aid

- Malpractice coverage provided
- Attorney to substitute into case, if necessary
- Filing Fees: Petition to Proceed without Payment of Fees or Costs (fee waiver)  
Circuit Court form number CC-1414 and can find it here:  
<http://www.courts.state.va.us/forms/circuit/civil.html>
- Uncontested Divorces: Posting at Courthouse Door
  - Out of state defendant/address unknown
  - Pursuant to Virginia Code Sections 8.01-316 & 20-104
  - Affidavit for Order of Publication - Circuit Court form number CC-1435
  - Order
- Client Limitation/Considerations
  - Transportation
  - Telephone
  - Generally - living in poverty





# Bankruptcy By-Pass: Judgment Proof Debtors Clinic

- Provide advice over the telephone in a Legal Aid Clinic.
- What is a Judgment/Collection Proof Debtor? A person whose income and property are “exempt” from collections under state or federal law. Legally creditors cannot force these debtors to pay.
- Conflict of Interest (non-issue) under Rule 6.5

**Private Volunteer Lawyer Participation in the Clinic: No Conflict Check Necessary**  
Virginia Rules of Professional Conduct: Rule 6.5 -Nonprofit and Court- Annexed  
**Limited Legal Services Programs**

- Lawyer provides short-term limited legal services (i.e. advice-only clinic) to a client
- Under the auspices of Legal Aid
- No expectation by client or lawyer of continuing representation
- No known conflict of interest
- Client consent to limited scope of the representation



# Bankruptcy By-Pass: Judgment Proof Debtors Clinic, Continued

- Limited time commitment: Two hours, no long term commitment with clients, and no file to maintain
- Training with Continuing Legal Education Credit (1 hour CLE Credit)
- Malpractice Insurance Coverage
- Locations: Legal Aid Offices in Hampton Roads area. Prior hosts: Kaufman Canoles, Troutman Sanders, Vandeventer Black, Norfolk & Portsmouth Bar Association's Young Lawyer Committee, Newport News Bar Association, and Greater Women's Peninsula Bar Association.

# Uncontested Adult Guardianships

- Virginia Code §64.2-2000, et al.
- Guardianship cases involve assisting a client with appointed as guardian over a loved one near or over the age of 18.
- Once a client is appointed guardian, they will be able to make legal and health care decisions for their loved one, including speaking to doctors, arranging for medical care, and admitting a loved one into health care facilities.
- The training will cover filing a petition and all other pleadings or documents needed for an individual to become the guardian of an adult who is not able to care for him/herself.
- These cases may require approximately 5-7 hours to handle and will involve a court appearance.

# Continuing Legal Education (CLE) Opportunities Upcoming Dates

- Pro Bono & Private Attorney Involvement (PAI) Program current Virginia State Bar MCLE credit approved trainings:
  - Bankruptcy By-Pass: Judgment Proof Debtor Advice Clinic
    - April 29, 2019 from 4 p.m. until 6 p.m. in our Hampton Office
    - May 28, 2019 from 4 p.m. until 6 p.m. in our Norfolk Office
  - Uncontested Adult Guardianships
    - August 14, 2019 from 12 to 1 p.m.
    - Email [PAIlawyers@laseva.org](mailto:PAIlawyers@laseva.org) to register or to obtain more information



# Pro Bono Opportunity and Continuing Legal Education (CLE) Opportunity coming soon

## **Pro Bono Lawyer for the Day: Debt Collection Defense Program**

- This is a lawyer-for-the-day program that provides free consultations and representation to qualifying individuals in General District Courts. Pro bono lawyers will assist debtors with asserting defenses in certain debt collection cases, exemption claims against wage garnishments, bank account liens, or other collection methods.
- Training with CLE credit will be provided.
- Time commitment is up to approximately 3 – 5 hours.

# Pro Bono Educational Portal

## Pro Bono Educational Portal

The "justice gap" remains formidable—over 80% of the civil legal needs of the poor in Virginia, and nationwide, reportedly go unmet.

### Free content for Virginia Pro Bono Attorneys to assist in specific pro bono cases

The Virginia Law Foundation, through its educational division Virginia CLE®, along with the Virginia Access to Justice Commission, is proud to announce the availability of free subject-specific training for attorneys providing pro bono services to their fellow Virginians.

Virginia-licensed attorneys providing pro bono services to Virginia residents may access Virginia CLE®'s 350+ on-demand online seminars and the accompanying seminar materials for free when relevant to a pro bono case at hand. See reverse for a Quick Start Guide.



# Pro Bono Educational Portal

## Pro Bono Educational Portal – *Quick Start Guide*

1. Create a Pro Bono Account at [www.vacle.org/probono](http://www.vacle.org/probono).
2. Search our online seminars at [www.vacle.org](http://www.vacle.org) and add programs relevant to a case at hand to your Cart. The total will automatically calculate to \$0 when you are signed in through your Pro Bono Account, thereby requiring no payment when you check out.
3. Repeat as necessary as a pro bono case arises. **Please only access programs relevant to a particular case.**
4. No MCLE Certificates will be generated for seminars obtained through a Pro Bono account. If you wish to receive MCLE credit at a later date, please keep track of the embedded codes and purchase the seminar through a regular customer account.

# VSB Emeritus Members and Pro Bono

Section IV, Paragraph 3(e) of the Rules of Court

- Attorneys who are admitted to practice law in Virginia may become emeritus members and provide pro bono legal services to the poor and working poor.
- Supreme Court of Virginia issued this new Rule on December 29, 2017.
- Effective date is March 1, 2018.
- This is an addition of Section IV, Paragraph 3(e) of the Rules of Court.

# VSB Emeritus Members and Pro Bono, continued

Section IV, Paragraph 3(e) of the Rules of Court

## Requirements:

- Admitted to practice law in Virginia and status is active, associate, or retired and in good standing
- Must be retiring or have retired
- Practiced law for 20 years or more
- Active status for 5 of the past 7 years prior to request
- No misconduct by the bar or courts within the past 14 years
- Must intend to provide pro bono service as defined by Rule 6.1(a) of the Virginia Rules of Professional Conduct

# VSB Emeritus Members and Pro Bono, continued

Section IV, Paragraph 3(e) of the Rules of Court

## Requirements cont.:

- Must intend to provide pro bono service as defined by Rule 6.1(a) of the Virginia Rules of Professional Conduct
- Make a request to the Virginia State Bar for Emeritus status
- Agree to not ask for or receive any compensation of any kind, except for out-of-pocket expenses, for the legal services rendered
- Pay no VSB dues, but cannot vote or hold office
- May not practice law except for legal services on behalf of a qualified legal service provider

# Virginia Supreme Court Professional Guidelines: Pro Bono with Third Year Student Practice Rule

- Law students seek attorneys to supervise their pro bono work. For the busy practitioner, you can gain pro bono hours with the assistance of a law student, and the law student gain practical experience.
- The third year student practice rules allows eligible law students to appear in court if the following requirements are met.

## Requirements:

- The law student must
  - Be duly enrolled and in good standing in an ABA approved law school; OR
  - Duly enrolled in a program of study under an attorney authorized in subdivision 2 of §54.1-3926 of the Code of Virginia, and in accordance with the Rules of the Virginia Board of Bar Examiners.
  - Completed satisfactorily at least four semesters or the equivalent in legal studies; OR
  - Be certified by the VA Board of Bar Examiners as being in the final year of a program of study under an authorized attorney under subdivision 2 of §54.1-3926 of the Code of Virginia, and in accordance with the Rules of the Virginia Board of Bar Examiners.



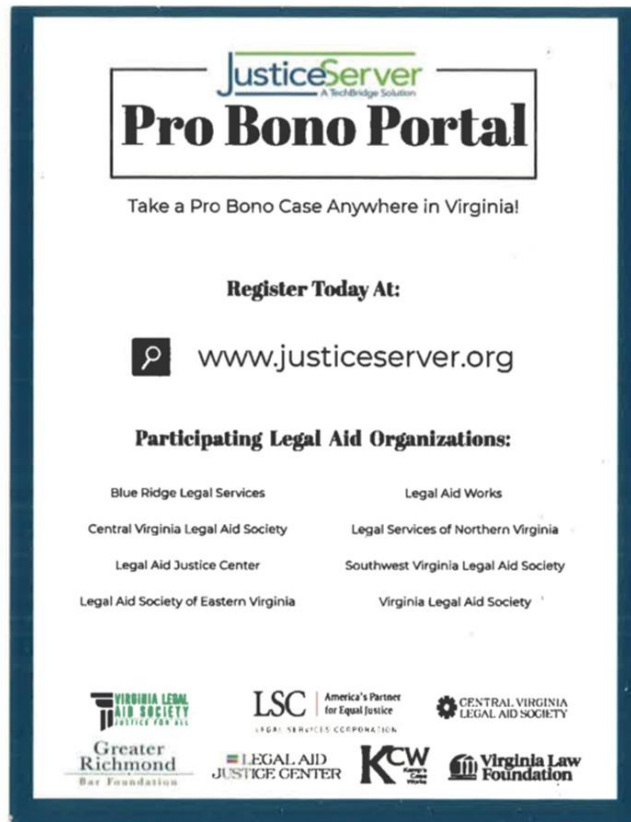
# Virginia Supreme Court Professional Guidelines: Pro Bono with Third Year Student Practice Rule, Continued

Requirements, continued:

- Certified by the dean of his law school, or by attorney whom he is studying under as being of good character and competent ability.
- Completed the following courses:
  - Criminal law
  - Professional ethics
  - Evidence
  - Civil procedure
- Introduced to the court or agency by an attorney admitted in that court or agency.
- Cannot receive or ask for compensation or remuneration for any service provided to clients.

# Justice Server: Statewide Pro Bono Portal

[www.justiceserver.org](http://www.justiceserver.org)




The advertisement is enclosed in a dark blue border. At the top, the Justice Server logo is displayed, featuring the text "JusticeServer" in green and blue, with "A TechBridge Solution" in smaller text below it. Below the logo, the words "Pro Bono Portal" are written in a large, bold, black serif font. Underneath, the text "Take a Pro Bono Case Anywhere in Virginia!" is centered. The next section is titled "Register Today At:" in bold. Below this, a magnifying glass icon is positioned to the left of the website address "www.justiceserver.org". The section "Participating Legal Aid Organizations:" is followed by a grid of organization names. At the bottom, a row of logos for partner organizations is shown, including the Virginia Legal Aid Society, LSC (America's Partner for Equal Justice), Central Virginia Legal Aid Society, Greater Richmond Bar Foundation, Legal Aid Justice Center, KCW (The Center for Women's Justice), and the Virginia Law Foundation.

**JusticeServer**  
A TechBridge Solution

## Pro Bono Portal



Take a Pro Bono Case Anywhere in Virginia!


**Register Today At:**


 [www.justiceserver.org](http://www.justiceserver.org)


**Participating Legal Aid Organizations:**


Blue Ridge Legal Services	Legal Aid Works
Central Virginia Legal Aid Society	Legal Services of Northern Virginia
Legal Aid Justice Center	Southwest Virginia Legal Aid Society
Legal Aid Society of Eastern Virginia	Virginia Legal Aid Society


  America's Partner for Equal Justice  
LEGAL SERVICES CORPORATION

 CENTRAL VIRGINIA LEGAL AID SOCIETY

 Greater Richmond Bar Foundation

 LEGAL AID JUSTICE CENTER

 KCW THE CENTER FOR WOMEN'S JUSTICE

 Virginia Law Foundation



# Kemp's Private Bar Portal

- In order to review current cases waiting for a volunteer attorney to accept, you will need to interact with our Private Bar Portal (PBP). You will be able to do so with only a web browser and Internet access. Utilizing the PBP to interact with our case management system will make accepting a case, closing a case, timekeeping, and document exchange more efficient. You can preview and accept a case at any time.
- The PBP requires registration. Users complete and submit a brief information form in order to receive full online access to preview available cases. There is no cost to register.
- Please note that all of our cases are screened for legal merit and financial eligibility. All volunteers handling Legal Aid's cases are covered by our professional liability coverage.
- Please submit a request to register to use the portal by opening this link: <https://laseva.kempscaseworks.com/pbi/Account/Login>, and clicking on the second "HERE" link.



# Kemp's Private Bar Portal, Continued

## Summary for Portal Usage:

- The Private Bar Portal allows attorneys to interact with Legal Aid's case management system with only a browser and Internet access:
  - Register to take cases
  - Individual Log-in & Password
  - Review available cases
  - Perform a Conflict Check
  - Select a Case to Handle
- Portal Demonstration:
  - Website: <https://laseva.kempscaseworks.com/pbi>

# Case Management Portal Demonstration

- Access the website by using this link: <https://laseva.kempscaseworks.com/pbi>
- Once you access the website using the link above, you will click on the “HERE” link shown below.

## Lawyers

### Log In and Registration

#### New Attorney

An attorney, not currently in the system, can notify you of their desire to help you. The attorney just goes to the Log In page and clicks on the link that reads, “If you are an attorney who would like to help us, but haven’t in the past....” Figure 7 displays this link.

Kemp's Case Works Private Bar Portal [Log In]

Help

**Log In**

Please enter your username and password.

Account Information

Username:

Password:

**Log In**

**REGISTRATION:**  
Don't have a username and password, but have your registration information from us? Click [HERE](#).  
If you are an attorney who would like to help us, but haven't in the past, click [HERE](#)

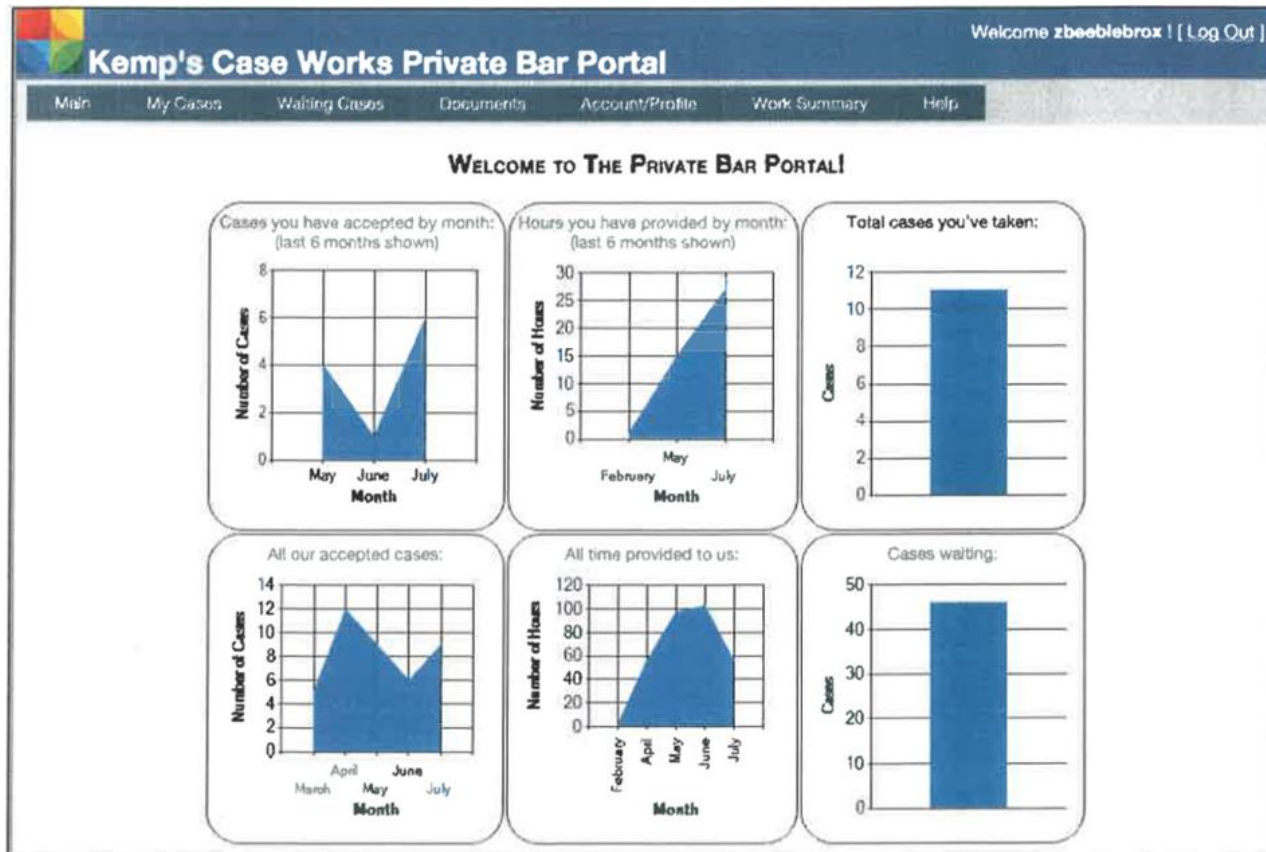
Forgot your password? [Retrieve password](#)

Figure 7 - New Attorney

# Case Management Portal Demonstration

## Dashboard

Once an attorney logs on, they are taken to the main menu page. This enhanced page has a dashboard showing various charts relating to the past cases they've taken, as well as information on the organization itself. An example dashboard is shown in Figure 4.



# Questions

## Contact Information:

Tameeka M. Williams, Esq.

Email: [tameekaw@laseva.org](mailto:tameekaw@laseva.org)

Director of Pro Bono & Private Attorney Involvement

Telephone: (757) 627-5423, Extension 137