



Private Attorney Involvement Pro Bono Opportunities

Thank you for your interest in helping those in need through our Private Attorney Involvement Project (“PAI”). Enclosed please find our enrollment forms that will provide us with your contact information and areas of interest. Some of the benefits to volunteering on SCCLS’s PAI panel include:

- **Professional liability policy coverage for referred cases.**
- **Free trainings on areas of law presented throughout the year.**
- **Voucher for reduced tuition MCLE training each year upon completion of *pro bono* case.**
- **Support and mentoring from experienced attorneys within SCCLS or the private bar.**

Our primary focus is referring clients for pro bono representation in civil areas of law including:

- Divorce, Custody, Guardianships, other Family Law
- Bankruptcy, other Consumer Matters
- Simple Estate Planning: Wills, Durable Powers of Attorney, Health Care Proxies
- Eviction Defense, other Housing Matters

We also conduct pro se family law workshops, consumer debt clinics, and estate planning workshops for limited pro bono assistance.

In addition, we refer a limited number of cases on a reduced fee judicare basis. These cases are primarily in the family law area where domestic violence is a factor. **Please see procedure manuals for the Compensated Attorney Program and Civil Legal Aid for Victims of Crime Judicare Program.**

If you would like additional information about the PAI program, please contact SCCLS Private Attorney Involvement Coordinator Victoria Gautney at (508) 742-1340.

Thank you for your willingness to be a part of our program.

PROJECTS

Private attorney volunteers in Southeastern Massachusetts are needed to supplement legal services programs through the generous donation of time and legal skills to assist eligible clients.

Referrals fall usually in the areas of law affecting housing, consumer debt including bankruptcy petitions, estate planning, family law and probate matters including domestic violence, paternity, visitation, custody, support, post-judgment cases, and guardianships; private landlord-tenant issues, foreclosure defense, and special education.

Specialty panels where *pro bono* contributions are limited to the workshop/clinic/counseling project include:

Consumer Debt Management Clinics pro bono attorneys present an overview of the bankruptcy process and consumer debt law. These were previously conducted every other month in Fall River, Brockton, and New Bedford.

Pro Se Family Law Workshops- previously held on a monthly basis at probate court houses in Fall River, New Bedford, and Taunton. Volunteer private attorneys provide counsel and advice to pro se litigants for a variety of family law issues.

Estate Planning Workshop- Volunteer attorneys meet with a small group of clients to discuss the basics of estate planning, covering Simple Wills, Durable Powers of Attorney and Health Care Proxies. Attorneys meet again with some of the clients to provide pro bono drafting services for these documents.

SCCLS also needs attorneys willing to mentor new attorneys entering practice who have agreed to accept referrals and to participate in trainings.

CASE OVERSIGHT AND FOLLOW-UP PROCEDURE

Direct Representation Referrals

After the volunteer attorney has accepted the referral for direct services, letters of confirmation will be sent to the client and attorney. The client will receive a standard grievance procedure form and "special instructions" fact sheet. Along with the letter of confirmation, the attorney will receive an initial case summary report to be returned within 30 days from date of referral and the case closure report to be completed at the conclusion of the case. The attorney's letter will also include a copy of the client's intake, any other case-related information and paperwork, and a copy of the client's referral confirmation letter.

Depending on the anticipated case completion date indicated by the attorney on the initial case summary report, additional reports may be sent to the attorney in a timely fashion for reporting purposes. A tickler system as part of the SCCLS case management system will be utilized to ensure timely reporting.

Once work is completed and the attorney submits a case closing report, a "thank you" letter will be sent to the attorney (with a voucher for a reduced tuition MCLE seminar, if appropriate) and an evaluation survey is sent to the client with a self-addressed, stamped envelope.

Limited Assistance Referrals

A volunteer who assists a self-represented litigant at a pro se family law workshop or consumer debt clinic will fill out a form that describes services provided. This form is handed in at the end of the workshop and scanned into the case management system as a permanent record.

**SOUTH COASTAL COUNTIES LEGAL SERVICES, INC.
PRIVATE ATTORNEY INVOLVEMENT PROJECT
Attorney Volunteer Application**

Name: _____ DOB: _____
 Office Address: _____
 Mailing Address: _____
 Phone: _____ Fax: _____ Email Address: _____
 Handicapped Accessible Office: __ Yes __ No
 Willing to Do Home Visits: __ Yes __ No
 BBO # _____ Your Usual Hourly Rate: \$ _____
 Non-English Languages Spoken: _____

Case Acceptance Status

Choose all that apply:

- I will accept pro bono cases in the below categories.
- I will accept Reduced Fee Judicare Referrals (hourly rate of \$50.00) in the below categories.
 - Please send me information regarding these compensated attorney panels.
- I would like to receive outside fee generating referrals in the below categories.
- I have retired and would like to volunteer as a retiree pursuant to SJC Rule 4:02(8)(b).
 - Please send me information on volunteering as a retired attorney and the BBO registration form.

<input type="checkbox"/> FAMILY <input type="checkbox"/> Divorce <input type="checkbox"/> Custody/Visitation <input type="checkbox"/> Child Support <input type="checkbox"/> Paternity <input type="checkbox"/> Guardianship- Adult <input type="checkbox"/> Guardianship- Minor <input type="checkbox"/> Grandparent Visitation	<input type="checkbox"/> CONSUMER <input type="checkbox"/> Bankruptcy- Ch. 7 <input type="checkbox"/> Bankruptcy- Ch. 13 <input type="checkbox"/> 93A <input type="checkbox"/> FDCPA/FCRA <input type="checkbox"/> Debt Collection Defense
<input type="checkbox"/> SIMPLE ESTATE PLANNING <input type="checkbox"/> Will <input type="checkbox"/> Power of Attorney <input type="checkbox"/> Health Care Proxy <input type="checkbox"/> Special Needs Trust	<input type="checkbox"/> EMPLOYMENT <input type="checkbox"/> Discrimination <input type="checkbox"/> Wage Theft <input type="checkbox"/> Unemployment
<input type="checkbox"/> HOUSING <input type="checkbox"/> Eviction- Private <input type="checkbox"/> Eviction- Public <input type="checkbox"/> Foreclosure <input type="checkbox"/> Discrimination <input type="checkbox"/> Transfer of Deed	<input type="checkbox"/> OTHER <input type="checkbox"/> SSI <input type="checkbox"/> SSDI <input type="checkbox"/> Torts <input type="checkbox"/> CORI <input type="checkbox"/> Education <input type="checkbox"/> Immigration <input type="checkbox"/> (Please identify): _____ <input type="checkbox"/> (Please identify): _____ <input type="checkbox"/> (Please identify): _____

Pro Bono Specialty Panels

- Consumer Debt Clinic (90 minute class for consumers) Estate Planning Workshop
- Pro Se Family Law Workshops:
 - Fall River New Bedford Taunton

Geographical areas (for clients/cases)

- Barnstable County:
 - Lower Upper
- Bristol County:
 - Attleboro Fall River
 - New Bedford Taunton
- Duke County
- Nantucket County
- Norfolk County
- Plymouth County
 - Brockton Area Plymouth Area

Please return to SCCLS PAI:
vgautney@sccls.org
 fax: (508) 676-8657

Victoria Gautney
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 Fall River, MA 02722