

Miami Pro Bono Roundtable Pro Bono Opportunities

May 2013

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Summer Associate Research Program (SARP)

PROJECT	ORGANIZATION
<p>Summer Associate Research Program (SARP)</p> <p>Nature of services: Cutting edge civil rights research on issues relevant to the mission of the Anti-Defamation League.</p> <p>Primary areas of practice: Civil Rights, Church-State, Immigration, International Law.</p>	<p>ANTI-DEFAMATION LEAGUE</p> <p>Tel: (561) 988-2900 Fax: (561) 989-0712 Email: florida@adl.org Website: www.adl.org/florida Hours of operation: 9:00 AM – 5:00 PM, Monday – Friday Hours of phone/email availability: 9:00 AM – 5:00 PM, Monday – Friday Staff Counsel: David Barkey, Southeastern Area Counsel (561) 988-2912 dbarkey@adl.org Regional Director: Andrew Rosenkranz, Florida Regional Director (561) 988-2900 arosenkranz@adl.org</p>
<p>Description of project ADL offers an annual Summer Associate Research Program (SARP) for South Florida law firms. Law students/summer associates are supervised by attorneys at their firms as they complete pro bono legal research on cutting edge civil rights issues facing the ADL. This research serves as a critical resource for ADL's advocacy year round. The program runs every summer, spanning the entire months of June and July.</p>	<p>General Program description: ADL offers an annual Summer Associate Research Program (SARP) for South Florida law firms. Law students/summer associates are supervised by attorneys at their firms as they complete pro bono legal research on cutting edge civil rights issues facing the ADL. This research serves as a critical resource for ADL's advocacy year round. The program runs every summer, spanning the entire months of June and July.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? None What is length of training? Where/How is training available? N/A Is it available electronically or in print? charge for training? N/A What materials must a lawyer review before taking on a matter? Each supervising attorney will need to be familiar with the specific questions the associates choose to research. Generally, there are around 30 total questions to research divided amongst more than 50 summer associates. Where are materials posted? Yes. They are e-mailed to all participants and a tangible copy is afforded to them at the Opening Breakfast. Electronic? Yes</p>	<p>Mentor available? N/A How is mentor notified that they will be contacted by a volunteer? N/A</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? 20 hours, plus attendance at three programs (Opening Breakfast, mid-program Mixer, Closing Luncheon). Anticipated hours for lead attorney? 10 hours.</p>	<p>What is best staffing for matter? One supervising attorney and one recruiting coordinator. More than one lawyer? No. Non-lawyer staff? Yes. Language skills required? No.</p>
<p>CONFLICTS</p>	
<p>This information depends on the question the associate is researching.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. Does closing letter get sent by volunteer or by organization? No closing letter need be sent to any party. No closing letter need to be sent to any party</p>	

LGBT Advocacy Project

PROJECT	ORGANIZATION
<p>LGBT Advocacy Project</p> <p>Nature of services:</p> <p>Litigation and appeal</p> <p>Primary areas of practice:</p> <p>Protection of constitutional rights/ civil liberties of LGBT individuals</p>	<p>AMERICAN CIVIL LIBERTIES UNION</p> <p>Tel: (786) 363-2700 Fax: (305) 576-1106 Email: aclufl@aclu.org Website: www.aclufl.org Hours of operation: Hours of phone/email availability:</p> <p>Legal Director: Randall C. Marshall (786) 363-2700 rmarshall@aclufl.org</p>
<p>Description of project</p> <p>Protection of the constitutional rights and civil liberties of LGBT individuals and their families; lead the fight in Florida against discrimination due to sexual orientation and/or HIV status.</p>	<p>General Program description:</p> <p>The mission of the ACLU of Florida is to advocate for the civil liberties, as guaranteed by the Bill of Rights, for Floridians.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What materials must a lawyer review before taking on a matter? None Where are materials posted? Electronic? N/A</p>	<p>Mentor available? No. A staff attorney is generally assigned to all cases How is mentor notified that they will be contacted by a volunteer? Notified at time of assignment</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? The project is continually ongoing and consists of litigating instances of LGBT discrimination as they arise. The hours would depend on each case. Anticipated hours for lead attorney? Cases are generally complex and require a substantial commitment of time in the 150 – 200 range.</p>	<p>What is best staffing for matter? As much staffing is possible; non-lawyer staff is always helpful but not mandatory. More than one lawyer? Yes Non-lawyer staff? Yes Language skills required? No</p>
CONFLICTS	
Case-by-case.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, but participating lawyer should keep track of own hours for reporting to ACLU Does closing letter get sent by volunteer or by organization? By organization</p>	

Deportation Defense Advocacy For Domestic Violence Victims – Children’s Project

PROJECT	ORGANIZATION
<p>Children’s Project</p> <p>Nature of services: It will vary, but some combination of: preparing and filing immigration applications, trying cases in immigration court, federal litigation, federal and immigration appeals, juvenile, family and criminal law court appearance and assistance.</p> <p>Primary areas of practice: Immigration</p>	<p>AMERICANS FOR IMMIGRANT JUSTICE, formerly FLORIDA IMMIGRANT ADVOCACY CENTER</p> <p>Tel: (305) 573-1106 Fax: (305) 576-6273 Email: aoscariz@aijustice.org Website: www.aijustice.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel and Pro Bono Coordinator: Romy Lerner x1580 Aidil Oscariz x1104 (305) 573-1106 rlerner@aijustice.org/aoscariz@aijustice.org Executive Director: Cheryl Little (305) 573-1106 clittle@aijustice.org</p>
<p>Description of project Children’s Project: AI Justice is one of the nation’s foremost non-profit law firms assisting unaccompanied immigrant children. We represent children in immigration and state courts, many of whom are in detention facilities. We file immigration applications and Special Immigrant Juvenile Visas, on behalf of mostly abused, abandoned and neglected children and represent them in juvenile court dependency proceedings. Many of these children do not have any caregivers at home to whom they might return.</p>	<p>General Program description: AI Justice is a not-for-profit legal assistance organization dedicated to protecting and promoting the basic human rights of immigrants of all nationalities.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Initial training in specific services to be provided, as well as ongoing technical assistance and step-by-step training. What is length of training? Where/How is training available? 2-hour, in-house training. Is it available electronically or in print? Charge for training? Materials will be available both electronically and in print. Training is free of cost for volunteers. What materials must a lawyer review before taking on a matter? All training materials and handouts provided must be reviewed. Where are materials posted? Electronic? Materials will be posted on legal server and will be available to be reviewed electronically.</p>	<p>Mentor available? Yes. How is mentor notified that they will be contacted by a volunteer? Mentor will be in-house attorney or we will personally contact mentor.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? 5-35 hours, depending on availability and case preference. Anticipated hours for lead attorney? 5-35 hours, unless paired with another attorney.</p>	<p>What is best staffing for matter? We will co-counsel on some cases; attorneys are encouraged to use their own staff resources, if available. More than one lawyer? Yes. We will make every attempt to pair with another attorney. Non-lawyer staff? Yes, in some cases. Language skills required? Mostly Spanish and Creole.</p>
<p>CONFLICTS</p>	
<p>Mostly Department of Homeland Security/Immigration and Customs Enforcement.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. They will also be recognized publicly. Does closing letter get sent by volunteer or by organization? Volunteer</p>	

Detention Advocacy for Immigrants

PROJECT	ORGANIZATION
<p>Detention Project</p> <p>Nature of services: It will vary, but some combination of: preparing and filing immigration applications, trying cases in immigration court, federal litigation, federal and immigration appeals, juvenile, family and criminal law court appearance and assistance.</p> <p>Primary areas of practice: Immigration</p>	<p>AMERICANS FOR IMMIGRANT JUSTICE, formerly FLORIDA IMMIGRANT ADVOCACY CENTER</p> <p>Tel: (305) 573-1106 Fax: (305) 576-6273 Email: aoscariz@aijustice.org Website: www.aijustice.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel and Pro Bono Coordinator: Romy Lerner x1580 Aidil Oscariz x1104 (305) 573-1106 rlerner@aijustice.org/aoscariz@aijustice.org Executive Director: Cheryl Little (305) 573-1106 clittle@aijustice.org</p>
<p>Description of project AI Justice defends the basic rights of immigration's detainees. We represent detainees with meritorious cases, including asylum seekers, domestic violence victims, and those involving sexual abuse and inadequate health care. Volunteer attorneys are needed to help with bond hearings that will allow detainees to return to their families and jobs, as well as applying for cancellation, asylum, and other victim cases (VAWA and U-visas). Approximately 80% of detainees do not have legal representation and this is the only chance many will have to remain in the country and be with their families.</p>	<p>General Program description: AI Justice is a not-for-profit legal assistance organization dedicated to protecting and promoting the basic human rights of immigrants of all nationalities.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Initial training in specific services to be provided, as well as ongoing technical assistance and step-by-step training. What is length of training? Where/How is training available? 2-7 hour, in-house training. Is it available electronically or in print? Charge for training? Materials will be available both electronically and in print. Training is free of cost for volunteers. What materials must a lawyer review before taking on a matter? All training materials and handouts provided must be reviewed. Where are materials posted? Electronic? Materials will be posted on legal server and will be available to be reviewed electronically.</p>	<p>Mentor available? Yes. How is mentor notified that they will be contacted by a volunteer? Mentor will be in-house attorney or we will personally contact mentor.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? 8-40 hours, depending on availability and case preference. Anticipated hours for lead attorney? 8-40 hours, unless paired with another attorney.</p>	<p>What is best staffing for matter? We will co-counsel on some cases; attorneys are encouraged to use their own staff resources, if available. More than one lawyer? Yes. We will make every attempt to pair with another attorney. Non-lawyer staff? Yes, in some cases. Language skills required? Mostly Spanish and Creole.</p>
<p>CONFLICTS</p>	
<p>Mostly Department of Homeland Security/Immigration and Customs Enforcement.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. They will also be recognized publicly. Does closing letter get sent by volunteer or by organization? Volunteer.</p>	

Immigration Representation

PROJECT	ORGANIZATION
<p>General Immigration</p> <p>Nature of services: It will vary, but some combination of: preparing and filing immigration applications, trying cases in immigration court, federal litigation, federal and immigration appeals, juvenile, family and criminal law court appearance and assistance.</p> <p>Primary areas of practice: Immigration</p>	<p>AMERICANS FOR IMMIGRANT JUSTICE, formerly FLORIDA IMMIGRANT ADVOCACY CENTER</p> <p>Tel: (305) 573-1106 Fax: (305) 576-6273 Email: aoscariz@aijustice.org Website: www.aijustice.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel and Pro Bono Coordinator: Romy Lerner x1580 Aidil Oscariz x1104 (305) 573-1106 rlerner@aijustice.org/aoscariz@aijustice.org Executive Director: Cheryl Little (305) 573-1106 clittle@aijustice.org</p>
<p>Description of project AI Justice provides legal representation for non-detained immigrants who are eligible for legal relief. Many of these individuals are vulnerable immigrants, such as single women. Their cases range from filing for asylum and cancellation to filing for waivers (for previous criminal convictions, fraud, etc.).</p>	<p>General Program description: AI Justice is a not-for-profit legal assistance organization dedicated to protecting and promoting the basic human rights of immigrants of all nationalities.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Initial training in specific services to be provided, as well as ongoing technical assistance and step-by-step training. What is length of training? Where/How is training available? 2-7 hours in-house training. Is it available electronically or in print? Charge for training? Materials will be available both electronically and in print. Training is free of cost for volunteers. What materials must a lawyer review before taking on a matter? All training materials and handouts provided must be reviewed. Where are materials posted? Electronic? Materials will be posted on legal server and will be available to be reviewed electronically.</p>	<p>Mentor available? Yes How is mentor notified that they will be contacted by a volunteer? Mentor will be in-house attorney or we will personally contact mentor.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? 10-40 hours, depending on availability and case preference. Anticipated hours for lead attorney? 10-40 hours, unless paired with another attorney.</p>	<p>What is best staffing for matter? We will co-counsel on some cases. Attorneys are encouraged to use their own staff resources, if available. More than one lawyer? Yes. We will make every attempt to pair with another attorney. Non-lawyer staff? Yes, in some cases. Language skills required? Mostly Spanish and Creole.</p>
<p>CONFLICTS</p>	
<p>Mostly Department of Homeland Security/Immigration and Customs Enforcement.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. They will also be recognized publicly. Does closing letter get sent by volunteer or by organization? Volunteer.</p>	

Deportation Defense Advocacy for Domestic Violence - Trafficking Victims

PROJECT	ORGANIZATION
<p>LUCHA/NOU KAB</p> <p>Nature of services: It will vary, but some combination of: preparing and filing immigration applications, trying cases in immigration court, federal litigation, federal and immigration appeals, juvenile, family and criminal law court appearance and assistance.</p> <p>Primary areas of practice: Immigration</p>	<p>AMERICANS FOR IMMIGRANT JUSTICE, formerly FLORIDA IMMIGRANT ADVOCACY CENTER</p> <p>Tel: (305) 573-1106 Fax: (305) 576-6273 Email: aalonzo@fiacfla.org Website: www.fiacfla.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel and Pro Bono Coordinator: Romy Lerner x1580 Aidil Oscariz x1104 (305) 573-1106 rlerner@fiacfla.org/aoscariz@fiacfla.org Executive Director: Cheryl Little (305) 573-1106 clittle@fiacfla.org</p>
<p>Description of project FIAC is internationally renowned for its work on behalf of immigrants who are victims of violent crimes, including domestic violence and human trafficking. We represent victims and collaborates with community agencies to ensure needs are met in a holistic manner. We also work closely with law enforcement, advocates, and government representatives from around the world. Assistance is also need in other areas such as family law to help with things such as custody modifications. Experience working with victims is also required.</p>	<p>General Program description: FIAC is a not-for-profit legal assistance organization dedicated to protecting and promoting the basic human rights of immigrants of all nationalities.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Initial training in specific services to be provided, as well as ongoing technical assistance and step-by-step training. What is length of training? Where/How is training available? 3-7 hours in-house training. Is it available electronically or in print? Charge for training? Materials will be available both electronically and in print. Training is free of cost for volunteers. What materials must a lawyer review before taking on a matter? All training materials and handouts provided must be reviewed. Where are materials posted? Electronic? Materials will be posted on legal server and will be available to be reviewed electronically.</p>	<p>Mentor available? Yes. How is mentor notified that they will be contacted by a volunteer? Mentor will be in-house attorney or we will personally contact mentor.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? 8-40 hours, depending on availability and case preference. Anticipated hours for lead attorney? 8-40 hours, unless paired with another attorney.</p>	<p>What is best staffing for matter? We will co-counsel on some cases; attorneys are encouraged to use their own staff resources, if available. More than one lawyer? Yes. We will make every attempt to pair with another attorney. Non-lawyer staff? Yes, in some cases. Language skills required? Mostly Spanish and Creole.</p>
<p>CONFLICTS</p>	
<p>Mostly Department of Homeland Security/Immigration and Customs Enforcement.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. They will also be recognized publicly. Does closing letter get sent by volunteer or by organization? Volunteer.</p>	

Deportation Defense Advocacy For Domestic Violence Victims – Public Benefits

PROJECT	ORGANIZATION
<p>Public Benefits</p> <p>Nature of services: It will vary, but some combination of: preparing and filing immigration applications, trying cases in immigration court, federal litigation, federal and immigration appeals, juvenile, family and criminal law court appearance and assistance.</p> <p>Primary areas of practice: Immigration</p>	<p>AMERICANS FOR IMMIGRANT JUSTICE, formerly FLORIDA IMMIGRANT ADVOCACY CENTER</p> <p>Tel: (305) 573-1106 Fax: (305) 576-6273 Email: aoscariz@aijustice.org Website: www.aijustice.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel and Pro Bono Coordinator: Romy Lerner x1580 Aidil Oscariz x1104 (305) 573-1106 rlerner@aijustice.org/aoscariz@aijustice.org Executive Director: Cheryl Little (305) 573-1106 clittle@aijustice.org</p>
<p>Description of project AI Justice represents immigrants in securing benefits for which they are eligible. Many are elderly and/or disabled. We also work with agencies to implement fair policies and procedures, and educate service providers on the legal needs of the homeless immigrant population. We focus on improving immigrant access to government support programs such as Foodstamps, Medicaid, Social Security Benefits, and Federal Financial Aid. Our client base comes primarily from Miami's homeless immigrant community. Most of the substantive work is limited to Social Security hearings. Attorneys could either manage a client file for a long period of time with limited day-to-day investment of time until the hearing phase, or work on a case that already has a hearing date set (commanding a fairly demanding one-week workload).</p>	<p>General Program description: AI Justice is a not-for-profit legal assistance organization dedicated to protecting and promoting the basic human rights of immigrants of all nationalities.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? Initial training in specific services to be provided, as well as ongoing technical assistance and step-by-step training. What is length of training? Where/How is training available? 2-hour in-house training. Is it available electronically or in print? Charge for training? Materials will be available both electronically and in print. Training is free of cost for volunteers. What materials must a lawyer review before taking on a matter? All training materials and handouts provided must be reviewed Where are materials posted? Electronic? Materials will be posted on legal server and will be available to be reviewed electronically</p>	<p>Mentor available? Yes How is mentor notified that they will be contacted by a volunteer? Mentor will be in-house attorney or we will personally contact mentor</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? 20-60 hours, depending on availability and case preference. Anticipated hours for lead attorney? 20-60 hours, unless paired with another attorney.</p>	<p>What is best staffing for matter? We will co-counsel on some cases; attorneys are encouraged to use their own staff resources, if available More than one lawyer? Yes. We will make every attempt to pair with another attorney Non-lawyer staff? Yes, in some cases Language skills required? Mostly Spanish and Creole</p>
CONFLICTS	
Mostly Department of Homeland Security/Immigration and Customs Enforcement.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. They will also be recognized publicly. Does closing letter get sent by volunteer or by organization? Volunteer.</p>	

Deportation Defense Advocacy For Domestic Violence Victims – Workplace Project

PROJECT	ORGANIZATION
<p>The Workplace Project</p> <p>Nature of services: It will vary, but some combination of: preparing and filing immigration applications, trying cases in immigration court, federal litigation, federal and immigration appeals, juvenile, family and criminal law court appearance and assistance.</p> <p>Primary areas of practice: Immigration</p>	<p>AMERICANS FOR IMMIGRANT JUSTICE, formerly FLORIDA IMMIGRANT ADVOCACY CENTER</p> <p>Tel: (305) 573-1106 Fax: (305) 576-6273 Email: aoscariz@aijustice.org Website: www.aijustice.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel and Pro Bono Coordinator: Romy Lerner x1580 Aidil Oscariz x1104 (305) 573-1106 rlerner@aijustice.org/aoscariz@aijustice.org Executive Director: Cheryl Little (305) 573-1106 clittle@aijustice.org</p>
<p>Description of project AI Justice assists low-wage immigrant workers with wage and hour and other claims. Workers are interviewed and the issues are documented and screened for viable claims. We identify possible violations of the Fair Labor Standards Act, Florida Minimum Wage Act, or other employment laws. Some issues such as threats or retaliation are also of great strategic importance. FIAC sometimes co-counsel with pro bono attorneys, but in some cases, we limit our involvement to assisting with client communications. Attorney's fees are available under many employment laws, but our clients tend to have smaller claims and/or employers from whom recovery may be difficult. Thus, these cases may or may not generate fees for the firms who accept the cases.</p>	<p>General Program description: AI Justice is a not-for-profit legal assistance organization dedicated to protecting and promoting the basic human rights of immigrants of all nationalities.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? Initial training in specific services to be provided, as well as ongoing technical assistance and step-by-step training.</p> <p>What is length of training? Where/How is training available? 2 hour training.</p> <p>Is it available electronically or in print? Charge for training? Materials will be available both electronically and in print. Training is free of cost for volunteers.</p> <p>What materials must a lawyer review before taking on a matter? All training materials and handouts provided must be reviewed.</p> <p>Where are materials posted? Electronic? Materials will be posted on legal server and will be available to be reviewed electronically.</p>	<p>Mentor available? Yes.</p> <p>How is mentor notified that they will be contacted by a volunteer? Mentor will be in-house attorney or we will personally contact mentor.</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? 8-40 hours, depending on availability and case preference.</p> <p>Anticipated hours for lead attorney? 8-40 hours, unless paired with another attorney.</p>	<p>What is best staffing for matter? We will co-counsel on some cases; attorneys are encouraged to use their own staff resources, if available.</p> <p>More than one lawyer? Yes. We will make every attempt to pair with another attorney.</p> <p>Non-lawyer staff? Yes, in some cases.</p> <p>Language skills required? Mostly Spanish and Creole.</p>
CONFLICTS	
Mostly Department of Homeland Security/Immigration and Customs Enforcement.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. They will also be recognized publicly.</p> <p>Does closing letter get sent by volunteer or by organization? Volunteer.</p>	

Pro Bono Opportunities

PROJECT	ORGANIZATION
<p>Pro Bono Opportunities</p> <p>Nature of services: Legal services are provided to low-income individuals and families in Miami-Dade County on a wide variety of civil matters. Pro Bono Attorneys can volunteer to take a case, volunteer to serve as co-counsel or become a mentor</p> <p>Primary areas of practice: Consumer Finance, Wills/Probate of Estates, Family Law</p>	<p>CUBAN AMERICAN BAR ASSOCIATION PRO BONO PROJECT</p> <p>Tel: (305) 646-0046 Fax: (305) 646-0633 Email: lesley@cabaonline.com Website: www.cabaproboproject.com Hours of operation: Monday – Friday from 9:00 am to 5:00 pm Hours of phone/email availability: Monday – Friday from 9:00 am to 5:00 pm Executive Director: Lesley Mendoza (305) 638-3394 Lesley@cabaonline.com</p>
<p>Description of project</p> <p>CABA Pro Bono seeks to assist the poor and indigent community in Miami-Dade County by connecting them with the appropriate volunteer attorneys, and thereby assuring that clients are provided with the legal services and representation that they so desperately need.</p> <p>CABA Pro Bono offers a broad range of civil pro bono opportunities. Areas of legal services include but are not limited to consumer finance and wills/probate of estate.</p> <p>CABA Pro Bono also provides legal services in the area of family law to members of the Armed Forces, Veterans, surviving spouses and families. CABA Pro Bono also has pro bono opportunities related to this initiative</p>	<p>General Program description:</p> <p>Cuban American Bar Association Pro Bono Project (CABA Pro Bono) was established in 1984 through the persistence and perseverance of past presidents of the Cuban American Bar Association. They provide free legal services to the poor and indigent community in Miami-Dade County regardless of race, creed, color, gender, sexual orientation or national origin. They serve as a referral source between clients and pro bono attorneys from the community that can provide direct legal services. CABA Pro Bono further strives to support its volunteer attorneys with access to training, CLE education and mentoring. The success of CABA Pro Bono is reflected through the commitment of our volunteer attorneys, members, friends, law firms and private corporations who demonstrate their support by volunteering time, effort and funding. Without their support CABA Pro Bono could not exist.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? CABA Pro Bono offers some CLE trainings. Volunteer attorneys may also attend other relevant CLE trainings offered in the community. Additional training is not required for attorneys already knowledgeable in area of the law for which they are volunteering pro bono services.</p> <p>What is length of training? Where/How is training available? Lengths of CLE trainings vary from 1 to 4 hours. They are held at law firms and other locations.</p> <p>Is it available electronically or in print? Print.</p> <p>Charge for trainings? CLE trainings are offered at no cost to attorneys taking a pro bono case.</p> <p>What materials must a lawyer review before taking on a matter? Written training materials provided by the office and synopsis of case.</p> <p>Where are materials posted? Electronic? Materials are not posted.</p>	<p>MENTORSHIP</p> <p>Mentor available? Yes, either CABA Pro Bono Staff Counsel or an experienced attorney from CABA will provide volunteer attorney with mentoring and guidance.</p> <p>How is mentor notified that they will be contacted by a volunteer? The Executive Director will notify Mentor.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? Hours can vary from 2 -40 and depend on the type of case and nature of legal services needed by client.</p> <p>Anticipated hours for lead attorney? Depends on case but on average from 20-25 hours.</p>	<p>STAFFING</p> <p>What is best staffing for matter? A volunteer attorney. CABA Pro Bono will provide necessary support.</p> <p>More than one lawyer? No.</p> <p>Non-lawyer staff? No.</p> <p>Language skills required? Some cases may require Spanish.</p>
<p>CONFLICTS</p> <p>Volunteer attorneys should conduct their own conflicts check.</p>	
<p>CLOSING MATTER</p> <p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. Attorneys taking more than one case will also receive recognition on our website.</p> <p>Does closing letter get sent by volunteer or by organization? By volunteer.</p>	

Domestic Violence Advocacy Project

PROJECT	ORGANIZATION
<p>Immigration Advocacy Project</p> <p>Nature of services: Legal services and support are provided to low-income victims of domestic violence in Miami-Dade County. Pro Bono Attorneys can volunteer to take a case or assist in educational workshops.</p> <p>Primary areas of practice: Family Law. Legal representation of the victim at permanent injunction and related hearings.</p>	<p>CUBAN AMERICAN BAR ASSOCIATION PRO BONO PROJECT</p> <p>Tel: (305) 646-0046 Fax: (305) 646-0633 Email: lesley@cabaonline.com Website: www.cabaprobonoproject.com Hours of operation: Monday – Friday from 9:00 am to 5:00 pm Hours of phone/email availability: Monday – Friday from 9:00 am to 5:00 pm Staff Counsel: Elizabeth Gonzalez (786) 638-6307 Elizabeth@cabaonline.com Executive Director: Lesley Mendoza (305) 638-3394 Lesley@cabaonline.com</p>
<p>Description of project</p> <p>CABA Pro Bono provides free legal services and support to victims of domestic violence. Inside the courtroom we assist victims in obtaining injunctions and dissolution of marriage. Outside of the courtroom we assist by helping victims find a shelter or other safe space away from the perpetrator. We also provide victims with information on resources available to them in our community.</p>	<p>General Program description:</p> <p>Cuban American Bar Association Pro Bono Project (CABA Pro Bono) was established in 1984 through the persistence and perseverance of past presidents of the Cuban American Bar Association. They provide free legal services to the poor and indigent community in Miami-Dade County regardless of race, creed, color, gender, sexual orientation or national origin. They serve as a referral source between clients and pro bono attorneys from the community that can provide direct legal services. CABA Pro Bono further strives to support its volunteer attorneys with access to training, CLE education and mentoring. The success of CABA Pro Bono is reflected through the commitment of our volunteer attorneys, members, friends, law firms and private corporations who demonstrate their support by volunteering time, effort and funding. Without their support CABA Pro Bono could not exist.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? CABA Pro Bono offers some CLE trainings. Volunteer attorneys may also attend other relevant CLE trainings offered in the community. Additional training is not required for attorneys already knowledgeable in area of the law for which they are volunteering pro bono services.</p> <p>What is length of training? Where/How is training available? Lengths of CLE trainings vary from 1 to 4 hours. They are held at law firms and other locations.</p> <p>Is it available electronically or in print? Print.</p> <p>Charge for trainings? CLE trainings are offered at no cost to attorneys taking a pro bono case.</p> <p>What materials must a lawyer review before taking on a matter? Written training materials provided by the office and synopsis of case.</p> <p>Where are materials posted? Electronic? Materials are not posted.</p>	<p>Mentor available? Yes, either CABA Pro Bono Staff Counsel or an experienced attorney from CABA will provide volunteer attorney with mentoring and guidance.</p> <p>How is mentor notified that they will be contacted by a volunteer? The Executive Director will notify Mentor.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Hours can vary from 2 -40 and depend on the type of case and nature of legal services needed by client.</p> <p>Anticipated hours for lead attorney? Depends on case but on average from 20-25 hours.</p>	<p>What is best staffing for matter? A volunteer attorney. CABA Pro Bono will provide necessary support.</p> <p>More than one lawyer? No.</p> <p>Non-lawyer staff? No.</p> <p>Language skills required? Some cases my require Spanish.</p>
<p>CONFLICTS</p>	
<p>Volunteer attorneys should conduct their own conflicts check.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. Attorneys taking more than one case will also receive recognition on our website.</p> <p>Does closing letter get sent by volunteer or by organization? By volunteer.</p>	

Foreclosure Defense and Loan Modifications

PROJECT	ORGANIZATION
<p>Foreclosure Defense and Loan Modifications</p> <p>Nature of services: Legal services are provided to low and moderate income single-family occupant homeowners facing foreclosure. Pro Bono attorneys can volunteer to take a case or provide clients with counsel and advice at a foreclosure clinic.</p> <p>Primary areas of practice: Mortgage Foreclosure</p>	<p>CUBAN AMERICAN BAR ASSOCIATION PRO BONO PROJECT</p> <p>Tel: (305) 646-0046 Fax: (305) 646-0633 Email: lesley@cabaonline.com Website: www.cabaprobonoproject.com Hours of operation: Monday – Friday from 9:00 am to 5:00 pm Hours of phone/email availability: Monday – Friday from 9:00 am to 5:00 pm Staff Counsel: Elizabeth Gonzalez (786) 363-6307 Elizabeth@cabaonline.com Executive Director: Lesley Mendoza (305) 638-3394 Lesley@cabaonline.com</p>
<p>Description of project</p> <p>Many homeowners in Miami–Dade County facing foreclosure cannot afford legal representation. CABA Pro Bono seeks to address this problem in our community by providing homeowners that cannot afford an attorney with the legal services that they need to preserve their rights.</p> <p>CABA Pro Bono provides clients with legal representation on foreclosure litigation. They also negotiate with lenders and assist clients in obtaining loan modifications. CABA Pro Bono also organizes foreclosure clinics at local churches, schools and parks. At clinics, homeowners are provided with legal counsel and advice regarding the foreclosure process.</p>	<p>General Program description:</p> <p>Cuban American Bar Association Pro Bono Project (CABA Pro Bono) was established in 1984 through the persistence and perseverance of past presidents of the Cuban American Bar Association. They provide free legal services to the poor and indigent community in Miami-Dade County regardless of race, creed, color, gender, sexual orientation or national origin. They serve as a referral source between clients and pro bono attorneys from the community that can provide direct legal services. CABA Pro Bono further strives to support its volunteer attorneys with access to training, CLE education and mentoring. The success of CABA Pro Bono is reflected through the commitment of our volunteer attorneys, members, friends, law firms and private corporations who demonstrate their support by volunteering time, effort and funding. Without their support CABA Pro Bono could not exist.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? CABA Pro Bono offers some CLE trainings. Volunteer attorneys may also attend other relevant CLE trainings offered in the community. Additional training is not required for attorneys already knowledgeable in area of the law for which they are volunteering pro bono services.</p> <p>What is length of training? Where/How is training available? Lengths of CLE trainings vary from 1 to 4 hours. They are held at law firms and other locations.</p> <p>Is it available electronically or in print? Print.</p> <p>Charge for trainings? CLE trainings are offered at no cost to attorneys taking a pro bono case.</p> <p>What materials must a lawyer review before taking on a matter? Written training materials provided by the office and synopsis of case.</p> <p>Where are materials posted? Electronic? Materials are not posted.</p>	<p>Mentor available? Yes, CABA Pro Bono Staff Counsel will provide volunteer attorney with mentoring and guidance.</p> <p>How is mentor notified that they will be contacted by a volunteer? The Executive Director will notify Mentor.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Approximately 25 hours if taking a case and from 2-4 hours if volunteering in a foreclosure clinic.</p> <p>Anticipated hours for lead attorney? Depends on case but on average from 20-25 hours.</p>	<p>What is best staffing for matter? A volunteer attorney. CABA Pro Bono will provide necessary support.</p> <p>More than one lawyer? No.</p> <p>Non-lawyer staff? No.</p> <p>Language skills required? Some cases may require Spanish.</p>
<p>CONFLICTS</p>	
<p>Volunteer attorneys should conduct their own conflicts check.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. Attorneys taking more than one case will also receive recognition on our website.</p> <p>Does closing letter get sent by volunteer or by organization? By volunteer.</p>	

Immigration Advocacy Project

PROJECT	ORGANIZATION
<p>Immigration Advocacy Project</p> <p>Nature of services: Legal services are provided to low-income individuals and families in Miami-Dade County on a wide variety of immigration matters. Pro Bono Attorneys can volunteer to take a case or provide clients with counsel and advice at immigration clinics.</p> <p>Primary areas of practice: Immigration</p>	<p>CUBAN AMERICAN BAR ASSOCIATION PRO BONO PROJECT</p> <p>Tel: (305) 646-0046 Fax: (305) 646-0633 Email: lesley@cabaonline.com Website: www.cabaprobonoproject.com Hours of operation: Monday – Friday from 9:00 am to 5:00 pm Hours of phone/email availability: Monday – Friday from 9:00 am to 5:00 pm Executive Director: Lesley Mendoza (305) 638-3394 Lesley@cabaonline.com</p>
<p>Description of project</p> <p>Many immigrants in Miami–Dade County are in dire need of legal representation. CABA Pro Bono is committed in helping to address this need in our community.</p> <p>CABA Pro Bono assists clients in applying for naturalization and permanent residency. Additionally, CABA Pro Bono provides counsel and advice and assist clients in submitting a variety of other immigration applications. CABA Pro Bono also offers legal representation to unaccompanied immigrant minors and immigrants petitioning for asylum.</p>	<p>General Program description:</p> <p>Cuban American Bar Association Pro Bono Project (CABA Pro Bono) was established in 1984 through the persistence and perseverance of past presidents of the Cuban American Bar Association. They provide free legal services to the poor and indigent community in Miami-Dade County regardless of race, creed, color, gender, sexual orientation or national origin. They serve as a referral source between clients and pro bono attorneys from the community that can provide direct legal services. CABA Pro Bono further strives to support its volunteer attorneys with access to training, CLE education and mentoring. The success of CABA Pro Bono is reflected through the commitment of our volunteer attorneys, members, friends, law firms and private corporations who demonstrate their support by volunteering time, effort and funding. Without their support CABA Pro Bono could not exist.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? CABA Pro Bono offers some CLE trainings. Volunteer attorneys may also attend other relevant CLE trainings offered in the community. Additional training is not required for attorneys already knowledgeable in area of the law for which they are volunteering pro bono services.</p> <p>What is length of training? Where/How is training available? Lengths of CLE trainings vary from 1 to 4 hours. They are held at law firms and other locations.</p> <p>Is it available electronically or in print? Print.</p> <p>Charge for trainings? CLE trainings are offered at no cost to attorneys taking a pro bono case.</p> <p>What materials must a lawyer review before taking on a matter? Written training materials provided by the office and synopsis of case.</p> <p>Where are materials posted? Electronic? Materials are not posted.</p>	<p>Mentor available? Yes, either CABA Pro Bono Staff Counsel or an experienced attorney from CABA will provide volunteer attorney with mentoring and guidance.</p> <p>How is mentor notified that they will be contacted by a volunteer? The Executive Director will notify Mentor.</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? Hours can vary from 2 –40 and depend on the type of case and nature of legal services needed by client.</p> <p>Anticipated hours for lead attorney? Depends on case but on average from 20-25 hours.</p>	<p>What is best staffing for matter? A volunteer attorney. CABA Pro Bono will provide necessary support.</p> <p>More than one lawyer? No.</p> <p>Non-lawyer staff? No.</p> <p>Language skills required? Some cases may require Spanish.</p>
CONFLICTS	
Volunteer attorneys should conduct their own conflicts check.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. Attorneys taking more than one case will also receive recognition on our website.</p> <p>Does closing letter get sent by volunteer or by organization? By volunteer.</p>	

Civil Rights Litigation Project

PROJECT	ORGANIZATION
<p>Civil Rights Litigation Project</p> <p>Nature of services: The nature of services which can be provided by pro bono attorneys is primarily federal civil litigation and sometimes appeals. Cases can be taken by the firm, or as co-counsel with the Institute. The primary area of practice is Section 1983 civil rights litigation, and some of the other areas related to the nature of the clients served including administrative law and lobbying.</p> <p>Primary areas of practice: Civil Rights</p>	<p>FLORIDA JUSTICE INSTITUTE:</p> <p>Tel: (305) 358-2081 Fax: (305) 358-0910 Email: rberg@floridajusticeinstitute.org Website: www.FloridaJusticeInstitute.org Hours of operation: 9:00 am - 5:30 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:30 pm Mon-Fri Staff Counsel: Dante Trevisani (305) 358-2081 DTrevisani@FloridaJusticeInstitute.org Executive Director: Randall C. Berg, Jr. (305) 358-2081 rberg@floridajusticeinstitute.org</p>
<p>Description of project The Florida Justice Institute is a private, not-for-profit, state wide public interest law firm which was founded in 1978 by leaders of the private bar. FJI provides direct representation to institutionalized persons, challenging conditions of confinement in Florida's prisons and jails. Where appropriate, the Institute handles these cases as class actions. It also handles other civil rights and civil liberties matters, impact cases for poor persons, and housing discrimination cases. It also operates the Volunteer Lawyers' Project for the Southern District of Florida.</p>	<p>General Program description: Florida Justice Institute (FJI) handles civil rights actions affecting conditions in Florida's prisons and jails. Legal services provided to inmates also may include referrals arrangements with members of the State Bar Association for damages suits and civil rights cases. Prisoners seeking legal assistance are encouraged to send a letter to the address above.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? There is periodically training for participating attorneys and there is no charge. Materials are provided at the CLE program. What is length of training? Where/How is training available? Time of training varies with program. Training is usually at court. Is it available electronically or in print? charge for training? FJI occasionally partners with PLI in hosting trainings over the web. Charge is \$25 for CLE; free is no CLE credits. What materials must a lawyer review before taking on a matter? Meet with staff attorney and discuss matter, then meet in person or by phone with client. Where are materials posted? Electronic? Materials are posted on ProBono.Net</p>	<p>Mentor available? The Institute's three staff attorneys are available for attorney consults. How is mentor notified that they will be contacted by a volunteer? Email or phone</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Most of these federal civil cases can be quite time consuming. It is impossible to estimate. Each will depend on the facts, the extent of discovery and the complexity of the case. Anticipated hours for lead attorney? 100-110 hours.</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. The Institute can provide sample pleadings, discovery materials, etc. Second languages are only needed if the client does not speak English. More than one lawyer? Yes Non-lawyer staff? Non-lawyer staff may be helpful Language skills required? No</p>
<p>CONFLICTS</p>	
<p>Volunteer attorneys should always check to make sure there are not any firm conflicts with either the client or any possible defendant. Most defendants are usually state or county employees.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? FJI does not have a formal recognition ceremony for pro bono contribution. The VLP does have a recognition program during the CLE training sessions which are held annually. Does closing letter get sent by volunteer or by organization? n/a</p>	

Federal Court Litigation Project

PROJECT	ORGANIZATION
<p>Volunteer Lawyers Project for the Southern District of Florida (U.S. District Court)</p> <p>Nature of services: Cases eligible for referral through the VLP are civil, non-habeas corpus cases filed <i>pro se</i> in the Southern District by indigent, unrepresented litigants. Approximately two-thirds of these are prisoner cases alleging denial of medical treatment, endangerment, police misconduct, and physical abuse. The remainder involves a varied assortment of claims such as employment, discrimination, denial of social security benefits, and denial of civil rights.</p> <p>Primary areas of practice: Civil Rights, Disability & Illness Discrimination, National Origin Discrimination, Race Discrimination, Religious Discrimination, Class Actions -- Plaintiff, Constitutional Law, Discrimination, Freedom of Information, Freedom of Press, Freedom of Religion, Freedom of Speech, Prisoners' Rights, Voting Rights, Election Campaign & Political Law, Disability, Mental Health, Litigation & Appeals, Class Actions, Federal Appellate Practice, Federal Trial Practice, State Appellate Practice, State Trial Practice, US Court of Appeals for the Federal Circuit, US Supreme Court, Personal Injury -- Plaintiff, Wrongful Death -- Plaintiff</p>	<p>FLORIDA JUSTICE INSTITUTE</p> <p>PDF project description is available. Address: 100 SE 2nd St., Suite 4320 Miami FL 33131 Tel: (305) 358-2081 Fax: (305) 358-0910 Email: bforbes@volunteerlawyersproject.org Website: http://www.flsd.uscourts.gov/bar/VLP/default.asp Hours of operation: 9:00-5:30 Hours of phone/email availability: 9:00-5:30 Staff Counsel: Dante Trevisani DTrevisani@FloridaJusticeInstitute.org</p> <p>Executive Director: Randall C. Berg, Jr. (305) 358-2081 RBerg@FloridaJusticeInstitute.org</p>
<p>Description of Project See Program Description. Among other things, the VLP's staff screens pro se cases for merit and assigns eligible cases to lawyers who register. The VLP is funded by annual dues payment from participating lawyers and donations. These monies help the VLP to defray administrative costs and finance a Revolving Litigation Loan Fund, which reimburses lawyers for out-of-pocket litigation expenses. Over the years, the VLP has referred out numerous civil rights, employment discrimination and prisoner civil rights cases to participating lawyers with successful outcomes for the litigants.</p>	<p>General Program description: The Volunteer Lawyers' Project for the Southern District of Florida (VLP) is a project of the U.S. District Court administered by the Florida Justice Institute, Inc. (FJI), a non-profit, public interest law firm. The VLP and FJI are housed in the Miami offices of Carlton Fields. The Institute's attorneys provide daily assistance and direction to the VLP. Its main goal is to provide free legal assistance for <i>pro se</i>, indigent, civil litigants with meritorious claims. The VLP was created at the suggestion of the Civil Justice Advisory Group for the Southern District of Florida in 1993 and operates pursuant to Administrative Order. Although the VLP serves and assists the Court, the VLP is independent of the Court. The VLP is overseen by a court committee chaired by a U.S. District Court Judge with public and private bar members.</p> <p>The VLP's goal is two-fold: to provide pro bono legal representation for indigent, pro se federal court litigants, and to expand opportunities for lawyers to satisfy their professional obligation to provide legal services to indigent litigants. Through the VLP, persons with civil, non-habeas claims in federal court without the benefit of legal representation may be assigned volunteer lawyers willing to represent them pro bono.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>The VLP provides periodic training seminars at the Court on substantive legal topics as well as the practical aspects of representing indigent clients. Volunteer attorneys in attendance receive Continuing Legal Education credit from The Florida Bar Upon request, participating lawyers have access to many resources such as sample pleadings and forms, supplementary malpractice insurance, staff attorney at FJI, and a mentor program</p>	<p>Participating lawyers have access to a mentor program which pairs those seeking federal practice experiences with seasoned litigators</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Attorneys are expected to represent clients from initial appearance until completion of lawsuit. Many cases are eligible for the award of attorneys' fees if the plaintiff prevails. Any fees and costs recovered are divided between the attorney and the VLP as follows. The full amount of any monies loaned is first remitted to the Loan Fund. Then, all out-of-pocket expenses advanced by the attorney are reimbursed. The remainder is split between the attorney (75%) and the Project (25%)</p>	<p>What is best staffing for matter? Depends on the complexity of the case and experience of attorney. Inexperienced litigators ought to have an experienced attorney as co-counsel. Prior federal law clerking experience is a plus More than one lawyer? Depends on complexity of case and experience level of attorney Non-lawyer staff? Depends on case Language skills required? Depends on the case and whether or not the client speaks English</p>
<p>CONFLICTS</p>	<p>Attorneys should run conflicts checks on these cases just as they do on all new cases. In many instances, defendants are governmental entities</p>
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Recognition is given during CLE programs at the Court. Representation of a client from the Project qualifies for <i>pro bono</i> reporting to The Florida Bar even if the volunteer attorney later receives a court awarded fee. Attorneys wishing to buy out of The Florida Bar's pro bono expectation and decline participation in the Project may send an annual check for at least \$350 to the Volunteer Lawyers' Project Does closing letter get sent by volunteer or by organization? The volunteer should send the closing letter to the client just as he or she would do for any other client</p>	

Children’s Representation – Foster Care

PROJECT	ORGANIZATION
<p>Lawyers for Children America</p> <p>Nature of services: Volunteer attorneys serve children and youth in the following ways: First, attorneys provide direct legal representation to children who have been abused, neglected, or abandoned by their parents. These children are in dependency court proceedings, pursuant to Chapter 39 of the Florida statutes. Attorneys represent the holistic legal needs of dependent children and ensure that the child’s voice is heard in all proceedings.</p> <p>Secondly, attorneys represent former foster children who have turned age 18 and who are denied benefits needed to make a successful transition to adulthood. Attorneys represent the youth in administrative appeal hearings, pursuant to Florida Statute Section 409.1451 and Chapter 120.</p> <p>Finally, attorneys can help in resolving systemic legal issues that impact a large group of foster children and youth.</p> <p>Primary areas of practice: Child advocacy – dependency; Administrative appeals; Public interest—systemic advocacy</p>	<p>LAWYERS FOR CHILDREN AMERICA</p> <p>Tel: (305) 577-4771 Fax: (305) 577-7001 Website: www.lawyersforchildrenamerica.org Hours of operation: 9:00 am - 5:30 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:30 pm Mon-Fri Executive Director: Carolyn Salisbury csalisbury@lawyersforchildrenamerica.org</p>
<p>Description of Project Lawyers for Children America represents current and former foster children who range in age from birth to age 23. Many clients are adolescent foster youth, age 13 and above, who greatly want a lawyer to have their voices heard in court and to obtain needed services. In Florida, where children in dependency court are not entitled to government-funded attorneys, LFCA fills a critical gap in services to this vulnerable population.</p>	<p>General Program description: Lawyers for Children America recruits, trains, and supports volunteer attorneys to provide direct legal representation to abused, abandoned, and neglected children in foster care, as well as former foster youth. LFCA staff attorneys provide comprehensive training and ongoing support to enable volunteer attorneys to effectively represent their child clients. In addition to staff attorneys, LFCA also employs Peer Advocates—former foster youth clients who are now in college and who work with volunteer attorneys to assist current clients.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? Volunteers attend a comprehensive one-day training (for 7.5 CLEs) to learn the basics of dependency law and the ethics of child advocacy in addition to important aspects of child development and other relevant topics.</p> <p>What is length of training? Where/How is training available? Training is one day. Trainings are held at various law firms in Miami-Dade County</p> <p>Is it available electronically or in print? No</p> <p>Charge for training? Not if a pro bono case is taken. Otherwise, there is a charge of \$200.</p> <p>What materials must a lawyer review before taking on a matter? A binder, including all relevant statutes and legal materials, is provided at the training.</p>	<p>MENTORSHIP</p> <p>Mentor available? LFCA staff attorneys provide extensive ongoing support to our volunteers throughout each step of the case—providing initial case consultation, providing draft legal pleadings, accompanying the volunteer to court hearings where needed, keeping them apprised of new developments in the law, and providing ongoing information and instruction on how to access community resources to meet each client’s unique needs.</p> <p>How is mentor notified that they will be contacted by a volunteer? The LFCA staff attorney contracts the volunteer with copy of the case file and a summary of the case.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? Cases often last 12-18 months</p> <p>Anticipated hours for lead attorney? 20-60, depending on case</p>	<p>STAFFING</p> <p>What is best staffing for matter? In most cases, one volunteer lawyer represents the client.</p> <p>More than one lawyer? Yes. LFCA often utilizes teams of attorneys on more complex cases</p> <p>Non-lawyer staff? Could provide assistance.</p> <p>Language skills required? Not required. However, those attorneys with language skills are helpful in cases where the need arises.</p>
<p>CONFLICTS Florida Department of Children and Families</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. LFCA requests that attorneys keep their hours and submit them annually</p> <p>Does closing letter get sent by volunteer or by organization? Request for discharge of a case is handled by organization</p>	

Transactional Assistance for Artists

PROJECT	ORGANIZATION
<p>Cannonball (formerly LegalArt)</p> <p>Nature of services: Transactional assistance to artists and artistic organizations.</p> <p>Primary areas of practice: Estate planning, family law, immigration, contracts, business law, real estate, taxes, copyright and trademark.</p>	<p>CANNONBALL (FORMERLY LEGALART) 1035 N. Miami Avenue, Suite 200 Miami, Florida 33136</p> <p>Tel: (786) 347-2360 Fax: (786) 347-2361 Email: splash@cannonballmiami.org Website: www.cannonballmiami.org Hours of operation: Hours of phone/email availability:</p> <p>Program Director: Dominique Breard</p>
<p>Description of Project Cannonball partners with the Dade County Bar Association's "Put Something Back" program which credits participating attorneys with pro bono hours. Artists receive legal assistance in areas as diverse as estate planning, family law, immigration, contracts, business law, real estate, taxes, copyright and trademark. For many artists, this program has been a vital resource in their attempts to protect their work and empower their careers. Cannonball also partners with the University of Miami's School of Law for one-day clinics during which Miami attorneys and law students work to provide artists and arts organizations with efficient legal aid.</p>	<p>General Program description: Since its inception in 2003, Cannonball (formerly LegalArt) has dedicated itself to providing artists with affordable legal services, grants and educational opportunities. By empowering artists with access to legal and professional support, resources and information, Cannonball creates opportunities and protections for Miami's art community; fostering a generation of artists who are armed with the skills to legally protect their creations. All Cannonball programming helps artists by creating a community both dedicated to and invested in their success.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? No training required</p> <p>What is length of training? Where/How is training available? There will be a handbook for volunteers that should be reviewed and a brief phone interview with the director or volunteer coordinator.</p> <p>Is it available electronically or in print? The materials will be posted on our website (not there now) or sent to the attorney electronically</p> <p>What materials must a lawyer review before taking on a matter? None</p> <p>Where are materials posted? Electronic? N/A.</p>	<p>Mentor available? We do not currently have mentors available but this is an area in which we would like to expand</p> <p>How is mentor notified that they will be contacted by a volunteer? When we have mentors they will be e-mailed by director and mentee will be copied on e-mail to let them know that they are connected</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Highly depends on project. Contract reviews will be rather short, brief phone advise is the same, litigation or negotiation or contract drafting will be longer projects</p>	<p>What is best staffing for matter? Depends on project</p> <p>More than one lawyer? Again, a litigation matter may require more than one attorney, however, a contract review or negotiation will likely only require one attorney</p> <p>Non-lawyer staff? Volunteers have utilized non-lawyer staff for some cases</p> <p>Language skills required? If language skills are needed, the volunteer will be informed when a case is assigned. This being Miami, there are clients we have that will need Spanish language skills</p>
<p>CONFLICTS</p>	
<p>Cannot be predetermined as conflicts searches are done at the commencement of each project.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? We are implementing a new sales force database to track our volunteers/cases and will be working with our volunteers to track hours</p> <p>Does closing letter get sent by volunteer or by organization? We will send an acknowledgement of hours at the end of a case</p>	

Affordable Housing Project

PROJECT	ORGANIZATION
<p>Affordable Housing Project</p> <p>Nature of services: Volunteers can take a case, co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary areas of practice: Housing Preservation and Development</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC.</p> <p>Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri</p> <p>Staff Counsel: Vivian Chavez (305)232-3813 Vchavez@lsgmi.org</p> <p>Executive Director: Marcia K. Cypen (305)438-2501 mcyphen@lsgmi.org</p>
<p>Description of Project</p> <p>The Affordable Housing Project was established to address the housing crisis in Miami-Dade County. The Project advocates for the preservation and development of affordable housing for low and very low income people residing in Miami-Dade County. The Project has two main components: 1. Preserve affordable housing complexes that are in danger of being lost due to: uninhabitable conditions, landlords threatening conversion to condominium or sale to a private developer, expiration of subsidized federal funding, demolition or abandonment of publicly funded properties. 2. Increase development and production of additional housing units that are affordable to low and very low income residents of the target area through legal and policy advocacy. This Project is funded in part by The Florida Bar Foundation.</p>	<p>General Program description:</p> <p>LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? A typical case will take about 5 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

AIDS Legal Advocacy Project

PROJECT	ORGANIZATION
<p>AIDS Legal Advocacy Project</p> <p>Nature of services: Volunteers can take a case which can range from trasactional work, administrative law, or litigation. Volunteers can also co-counsel, train staff attorneys on a legal topic and become a mentor.</p> <p>Primary areas of practice: Government benefits for individuals living with HIV/AIDS.</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mcypen@lsgmi.org</p>
<p>Description of Project The AIDS Legal Advocacy Project (sponsored by Miami-Dade County Ryan White Program) obtains disability benefits, healthcare-related services, and government benefits for individuals who are HIV positive or who have AIDS.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? Approximately 30 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
CONFLICTS	
Contact Pro Bono Coordinator for more information.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Community Legal Education Project

PROJECT	ORGANIZATION
<p>Community Legal Education Project</p> <p>Nature of services: Volunteers can conduct a community education seminar for clients in a community setting on a variety of civil legal problems that our program handles..</p> <p>Primary areas of practice: Legal education on a variety of topics of particular interest to the low-income community.</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mcypen@lsgmi.org</p>
<p>Description of Project Through the Community Legal Education Project, individuals learn about their legal rights and responsibilities, enabling them to avoid legal problems and understand how to resolve them when they occur.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? Community education seminars will last approximately 1 hour</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
CONFLICTS	
Contact Pro Bono Coordinator for more information.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Community Economic Development Project

PROJECT	ORGANIZATION
<p>Community Economic Development Project</p> <p>Nature of services: Volunteers can take a case, co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary areas of practice: Housing Development, Business Development, and Commercial Revitalization.</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC.</p> <p>Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri</p> <p>Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org</p> <p>Executive Director: Marcia K. Cypen (305)438-2501 mccypen@lsgmi.org</p>
<p>Description of Project</p> <p>The Community Economic Development Project provides free legal assistance to nonprofit community development corporations seeking to develop affordable housing and revitalize distressed neighborhoods, and has developed a long term, continuous relationship with its client organizations. Many nonprofit organizations in Miami-Dade are engaged in a variety of activities including housing development, business development and commercial revitalization. They need high quality legal assistance in order to increase their capacity to engage in sophisticated economic development ventures. It is very difficult for these organizations to obtain adequate legal assistance because they cannot afford the cost. The Project fills this gap.</p>	<p>General Program description:</p> <p>LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Approximately 40-50 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Community Tax Clinic

PROJECT	ORGANIZATION
<p>Community Tax Clinic</p> <p>Nature of services: Volunteers can represent in a tax case which can range from negotiating with the IRS to appearing before the Tax Court. Volunteers can also co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary areas of practice: Tax</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Mary Ann David (305) 438-2557 MDavid@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mcypen@lsgmi.org</p>
<p>Description of Project Low wage taxpayers are the most highly audited group in the United States. This comprehensive Clinic provides free tax advice and legal representation to resolve income tax controversies with the Internal Revenue Service. The Clinic assists in audits, appeals, tax litigation, and collection matters. Clinic staff also educates community providers and residents about a variety of tax issues including IRS Audits, Earned Income Tax Credit, Tax Consequences to Foreclosure, and Innocent/Injured Spouse Tax Relief.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Approximately 20 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p>	
<p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Homeless Legal Assistance Project

PROJECT	ORGANIZATION
<p>HOMELESS LEGAL ASSISTANCE PROJECT</p> <p>Nature of services: Volunteers can take a case, which can range from transactional work, administrative law, or litigation. Volunteers can also co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary areas of practice: Preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; protection of vulnerable populations</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mcypen@lsgmi.org</p>
<p>Description of Project LSGMI programs handle cases in the full range of civil legal matters that affect the lives of low-income people in South Florida. Pro bono volunteers will receive close supervision and will also have opportunities to attend court proceedings and interact with clients.</p>	<p>General Program description: The Homeless Legal Assistance Project (sponsored by Miami-Dade County Homeless Trust) provides specialized services to homeless individuals and helps them receive available government assistance, such as Supplemental Security Income disability benefits, Medicaid, and food stamps. The project also keeps homeless children in their neighborhood schools so that their education is not disrupted.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials What is length of training? Where/How is training available? Materials available from pro bono coordinator Is it available electronically or in print? Free training is not yet available electronically What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Approximately 20-30 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed More than one lawyer? No Non-lawyer staff? No Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Tenants' Rights Project

PROJECT	ORGANIZATION
<p>Tenants' Rights Project</p> <p>Nature of services: Volunteers can take a case, co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary areas of practice: Landlord/Tenant</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC.</p> <p>Tel: (305) 576-0080 Fax: (305) 576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri</p> <p>Staff Counsel: Vivian Chavez (305)438-3817 Vchavez@lsgmi.org</p> <p>Executive Director: Marcia K. Cypen (305) 438-2501 mccypen@lsgmi.org</p>
<p>Description of Project The Tenants' Rights Project provides representation to tenants facing eviction from rental housing. Priority is given to evictions involving tenants living in government subsidized housing. This Project is funded by the Legal Services Corporation.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami, South Dade, and Key West, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? A typical case will take about 5 to 10 hours.</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Legal Education Institute

PROJECT	ORGANIZATION
<p>Legal Education Institute</p> <p>Nature of services: Volunteers can conduct a community education seminar for social service provider staff in a community setting.</p> <p>Primary areas of practice:</p> <p>Legal education on a variety of topics of particular interest to the low-income community.</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mcypen@lsgmi.org</p>
<p>Description of Project The Legal Education Institute develops educational programs and workshops for the staff of social service providers who are often the low income population's only link to mainstream society. This training helps them teach their clients how to avoid legal problems, identify situations where legal counsel is necessary, and know where to turn when legal help is needed. This project is funded in part by The William J. and Tina Rosenberg Foundation</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials What is length of training? Where/How is training available? Materials available from pro bono coordinator Is it available electronically or in print? Free training is not yet available electronically What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Community education seminars will last approximately 1 hour</p>	<p>What is best staffing for matter? What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed More than one lawyer? No Non-lawyer staff? No Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Miami Workers Center Neighborhood Office

PROJECT	ORGANIZATION
<p>Miami Workers Center Neighborhood Office</p> <p>Nature of services: Volunteers can conduct intake at a neighborhood office on the civil legal problems our program handles.</p> <p>Primary areas of practice: Legal assistance in a variety of areas of particular interest to the low-income individuals in Liberty City.</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mcpypen@lsgmi.org</p>
<p>Description of Project Attorneys conduct evening intake at the Miami Workers Center to provide easy access to working clients in the community.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials What is length of training? Where/How is training available? Materials available from pro bono coordinator Is it available electronically or in print? charge for training? Not available What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Intake takes place bi-weekly for 2 hours each time</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed More than one lawyer? No Non-lawyer staff? No Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Mortgage Foreclosure Defense Project

PROJECT	ORGANIZATION
<p>Mortgage Foreclosure Defense Project</p> <p>Nature of services: Volunteers can take a case, which can range from negotiating with lenders, handling bankruptcies, or foreclosure litigation. Volunteers can also co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary areas of practice: Mortgage Foreclosure</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mccypen@lsgmi.org</p>
<p>Description of Project Low income homeowners in Florida are in crisis because the foreclosure rate is one of the highest in the nation. The Project is responding to this crisis by providing high-quality legal assistance and representation to homeowners faced with foreclosure. The Project assists homeowners whose homes are at risk due to unfair practices by contractors and prevents the loss of homes due to lien foreclosures, supporting the retention of assets by low income residents and preventing their downward spiral into homelessness.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials What is length of training? Where/How is training available? Materials available from pro bono coordinator Is it available electronically or in print? Free training is not yet available electronically What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? Approximately 25 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed More than one lawyer? No Non-lawyer staff? No Language skills required? Not in all cases</p>
CONFLICTS	
<p>Contact Pro Bono Coordinator for more information.</p>	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Predatory Lending Project

PROJECT	ORGANIZATION
<p>Predatory Lending Project</p> <p>Nature of services: Volunteers can take a case, co-counsel, train staff attorneys on Predatory Lending, a legal topic, and become a mentor.</p> <p>Primary areas of practice: Predatory Lending</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC.</p> <p>Address: 3000 Biscayne Blvd., Suite 500 Miami FL 33137 Tel: (305) 576-0080 Fax: (305)576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305)438-2501 mcyphen@lsgmi.org</p>
<p>Description of Project</p> <p>Elderly individuals and low income families are often the prime targets of illegal predatory lending and other unfair practices by lenders. Predatory lending is the practice of deceptively convincing borrowers to agree to unfair and abusive loan terms or systematically violating those terms in ways that make it difficult for the borrower to defend against. Often the goal of such lenders is to unfairly obtain ownership of a person's home, rather than receive the normal payment of interest and principal. The Project uses the courts to protect low income people from these unscrupulous lenders, and prevents the loss of homes by helping these individuals and families rescind unfair mortgages, reduce interest rates, and return finance charges.</p>	<p>General Program description:</p> <p>Elderly individuals and low income families are often the prime targets of illegal predatory lending and other unfair practices by lenders. Predatory lending is the practice of deceptively convincing borrowers to agree to unfair and abusive loan terms or systematically violating those terms in ways that make it difficult for the borrower to defend against. Often the goal of such lenders is to unfairly obtain ownership of a person's home, rather than receive the normal payment of interest and principal. The Project uses the courts to protect low income people from these unscrupulous lenders, and prevents the loss of homes by helping these individuals and families rescind unfair mortgages, reduce interest rates, and return finance charges.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Approximately 50 hours or more</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

REAL - Renters Education and Advocacy Legal Line

PROJECT	ORGANIZATION
<p>REAL - Renters Education and Advocacy Legal Line</p> <p>Nature of services: Volunteers can take a case, co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary areas of practice: Landlord/tenant</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305) 576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305)438-3817 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305) 438-2501 mcpypen@lsgmi.org</p>
<p>Description of Project Legal Services of Greater Miami, Inc. created the Renter's Education and Advocacy Legal Lines (REAL) in order to provide legal information and legal assistance to low income individuals in Miami-Dade County who are in imminent risk of becoming homeless so as to avoid their entry into the homeless continuum of care. Individuals referred to REAL receive a telephone call from an LSGMI staff member who provides advice when the tenant is facing eviction, has a problem involving her security deposit, is renting a property in foreclosure, or has been locked out of her unit.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami, South Dade, and Key West, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials What is length of training? Where/How is training available? Materials available from pro bono coordinator Is it available electronically or in print? Free training is not yet available electronically What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? A typical case will take about 5 to 10 hours.</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed More than one lawyer? No Non-lawyer staff? No Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Small Claims Court Clinic Assistance

PROJECT	ORGANIZATION
<p>Small Claims Court Clinic</p> <p>Nature of services: Volunteers can assist at a clinic for clients who are interested in filing a suit in Small Claims Court.</p> <p>Primary areas of practice: Filing claims in Small Claims Court.</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305) 576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305) 438-2501 mcypen@lsgmi.org</p>
<p>Description of Project The Small Claims Court Clinic offers low income individuals and families free legal advice from pro bono attorneys on how to file or defend small claims court matters. Common problems resolved by the clinic include worthless checks from employers, landlord/ tenant disputes involving money, and auto repair disputes. This project is funded by the Legal Services Corporation.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Clinics are held on the 2nd and 4th Thursday of each month from 5-8pm at LSGMI's Main Office, 3000 Biscayne Boulevard, Suite 500</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Special Education Advocacy Project

<p>PROJECT</p>	<p>ORGANIZATION</p>
<p>Special Education Advocacy Project</p> <p>Nature of services: Volunteers can represent parents through the process of obtaining Special Education benefits. This can range from 1) requesting formal evaluations of the child, 2) establishing the child's eligibility for Exceptional Student Education (ESE), 3) creating individualized Educational Plans (IEP) with appropriate services and accommodations, and 4) appealing MDCPS's decisions to deny ESE services and accommodations. Volunteers can also co-counsel, train staff attorneys on a legal topic, and become a mentor.</p> <p>Primary area of practice: Special Education</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC.</p> <p>Tel: (305) 576-0080 Fax: (305) 576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri</p> <p>Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org</p> <p>Executive Director: Marcia K. Cypen (305)438-2501 mccypen@lsgmi.org</p>
<p>Description of Project</p> <p>The Special Education Advocacy Project ensures that children who are struggling in school receive the educational services and accommodations necessary to make academic progress. To that end, the Project represents children and their parents before the Miami Dade County Public Schools (MDCPS) in 1) requesting formal evaluations of the child, 2) establishing the child's eligibility for Exceptional Student Education (ESE), 3) creating Individualized Educational Plans (IEP) with appropriate services and accommodations, and 4) appealing MDCPS's decisions to deny ESE services and accommodations. The Project also appeals inappropriate MDCPS disciplinary actions, such as suspensions and expulsions, when a child has already been determined eligible for the ESE Program.</p>	<p>General Program description:</p> <p>LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Approximately 20-40 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Supplemental Security Income Disability Project

PROJECT	ORGANIZATION
<p>Supplemental Security Income Disability Project (SSI)</p> <p>Nature of services: Volunteers can represent in a disability case which can range from an administrative hearing to federal court. Volunteers can also co-counsel, train staff attorneys on a legal topic and become a mentor.</p> <p>Primary areas of practice: Social Security Disability</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305) 576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305) 438-2501 mcpypen@lsgmi.org</p>
<p>Description of Project The SSI Disability Project represents disabled individuals in administrative law proceedings to obtain SSI disability benefits. Legal representation is critical because, with the assistance of an attorney, almost 90% of the benefit denials are reversed at the administrative hearing level, obtaining much needed income and Medicaid for disabled children.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? Approximately 30-40 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
<p>CONFLICTS</p>	
<p>Contact Pro Bono Coordinator for more information.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Unemployment Compensation Project

PROJECT	ORGANIZATION
<p>Unemployment Compensation Project</p> <p>Nature of services: Volunteers can represent in an unemployment case which can range from an administrative hearing to the appellate courts. Volunteers can also co-counsel, train staff attorneys on a legal topic, and become a member.</p> <p>Primary areas of practice: Unemployment Compensation</p>	<p>LEGAL SERVICES OF GREATER MIAMI, INC. Tel: (305) 576-0080 Fax: (305) 576-5112 Email: Vchavez@lsgmi.org Website: www.lsgmi.org Hours of operation: 9:00 am - 5:00 pm Mon-Fri Hours of phone/email availability: 9:00 am - 5:00 pm Mon-Fri Staff Counsel: Vivian Chavez (305) 438-3813 Vchavez@lsgmi.org Executive Director: Marcia K. Cypen (305) 438-2501 mcypen@lsgmi.org</p>
<p>Description of Project One of our top priorities is to promote economic security for clients so that they can obtain and preserve a source of income. The Unemployment Compensation Project establishes eligibility for unemployment compensation benefits to help people avoid falling into poverty and homelessness while they seek new employment.</p>	<p>General Program description: LSGMI is the largest provider of broad-based civil legal services for the poor in Miami-Dade and Monroe Counties, and is recognized in the state and in the nation as a model legal services program. LSGMI provides clients with legal services in three languages from regional offices located in Miami and South Dade, and from neighborhood offices throughout the service area. This year, LSGMI's priorities will focus on preservation of the home and promotion of home ownership; promotion of employment, economic security, and health; promotion of improved outcomes for children; and protection of vulnerable populations.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? Contact Coordinator for more information. Volunteers must review written materials</p> <p>What is length of training? Where/How is training available? Materials available from pro bono coordinator</p> <p>Is it available electronically or in print? Free training is not yet available electronically</p> <p>What materials must a lawyer review before taking on a matter? Written materials available from coordinator</p>	<p>Mentor available? LSGMI attorneys provide assistance and support throughout the pro bono assignment</p> <p>How is mentor notified that they will be contacted by a volunteer? The name of a staff attorney will be sent with the pro bono file</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? Approximately 10 hours</p>	<p>What is best staffing for matter? Each attorney should depend on their own staff for support while in litigation. LSGMI can provide guidance as needed</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Not in all cases</p>
CONFLICTS	
Contact Pro Bono Coordinator for more information.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes</p> <p>Does closing letter get sent by volunteer or by organization? Organization will send</p>	

Ensuring Equal Justice Pro Bono Initiative: Defending Indigent Clients in Misdemeanor Cases

PROJECT	ORGANIZATION
<p>Ensuring Equal Justice</p> <p>Nature of services: Pro bono attorneys will have primary responsibility for pre-trial discovery, motion practice, depositions, trials, plea negotiations, and post-trial sentencing advocacy.</p> <p>Primary areas of practice: Criminal misdemeanor defense as a volunteer Special Assistant Public Defender.</p>	<p>MIAMI-DADE COUNTY PUBLIC DEFENDER (PD-11)</p> <p>Tel: (305) 545-1902 Fax: (305) 545-1997 Email: rcoppel@pdmiami.com Website: www.pdmiami.org Hours of operation: 8:30 am - 5:00 pm Mon-Fri Hours of phone/email availability: Same as above Director of Training and Professionalism: Robert Coppel (305) 545-1902 (office) Executive Director: Carlos J. Martinez (305) 545-1900 cmartinez@pdmiami.com</p>
<p>Description of Project The Ensuring Equal Justice Pro Bono Initiative is a community partnership established by Public Defender Carlos J. Martinez with the Pro Bono Roundtable of Miami Dade County. Through the Initiative, volunteer attorneys gain courtroom experience as well as broaden their case investigation and client interviewing skills.</p>	<p>General Program description: PD-11 handles more than 100,000 cases a year. The Public Defender is an elected official who has a constitutional duty to provide legal representation to persons in jeopardy of losing their liberty who cannot afford to hire a private attorney.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PD-11 The Public Defender's Office provides ongoing training and technical assistance support to pro bono attorneys. Prior to volunteering with PD-11, private attorneys must view a training video and review the Pro Bono Agreement.</p> <p>What is length of training? Where/How is training available? Training involves 2 DVDs that are about 7 hours long in total</p> <p>Is it available electronically or in print? We also send training materials, including sample motions and case management checklists, via e-mail</p> <p>What materials must a lawyer review before taking on a matter? Prior to volunteering with the PD-11, private attorneys must view a training video and sign the Pro Bono Agreement before handling a case.</p> <p>Where are materials posted? Electronic? Not available on line but a DVD set and scanned copies of training materials are available for use by volunteer attorneys</p>	<p>MENTORSHIP</p> <p>Mentor available? Yes. Mentoring is provided by the Pro Bono Project Coordinator, the division training attorneys, and the Director of Training and Professionalism</p> <p>How is mentor notified that they will be contacted by a volunteer? Contact from mentor is provided with case assignment</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? Pro Bono attorneys will commit themselves to 50 hours of indigent client representation.</p> <p>Anticipated hours for lead attorney? Approximately 10-25 hours per case</p>	<p>STAFFING</p> <p>What is best staffing for matter? Volunteer attorneys receive technical support from the Training Director. All support staff is aware of the project.</p> <p>More than one lawyer? A team of two or more attorney volunteers from the same firm may handle a case together and divide responsibilities accordingly.</p> <p>Non-lawyer staff? Yes, depends on the case requirements</p> <p>Language skills required? No</p>
<p>CONFLICTS State of Florida and some individual victim names determined in a case-by-case basis.</p>	
<p>CLOSING MATTER</p> <p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes. Pro bono attorneys will earn pro bono hours for working with this project and will receive an acknowledgement letter at the end of the case</p> <p>Does closing letter get sent by volunteer or by organization? No. Volunteer attorneys need to self-report their pro bono hours to the Florida Bar</p>	

Clearinghouse of Pro Bono Opportunities

PROJECT	ORGANIZATION
<p>DCBA LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Nature of services: All areas of civil law.</p> <p>Primary areas of practice: Family cases; children's matters requiring the appointment of Guardians Ad Litem in juvenile, family, probate, domestic violence, criminal and civil court; Consumer and housing cases; bankruptcy and foreclosure proceedings; not-for-profit and arts cases; domestic violence matters for persons seeking permanent injunctions for protection; immigration; social security and veterans benefits; employment matters; preparation and processing of wills; low-income taxpayer clinics and advising pro se litigants in small claims cases.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 NW First Ave. Miami FL 33128 Tel: 305-579-5733 Fax: (305) 372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. (305) 579-5733 slanger@dadelegalaid.org</p>
<p>Description of Project The Legal Aid Society/Put Something Back Pro Bono Project is the official program for providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys seeking to provide pro bono representation to help the indigent of the community.</p>	<p>General Program description: The Legal Aid Society is a full staff, free legal service provider for the indigent in Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem, housing, bankruptcy, consumer and other civil matters.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? PSB provides training in all areas of law.</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 8 hours and occur at the Courthouse, law firms and other locations.</p> <p>Is it available electronically or in print? Print and tapes. Charge for training? Charges may apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training but it is NOT required.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>Mentor available? Volunteers must complete a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 1 to 30 hours. Anticipated hours for lead attorney? 20 hours annually.</p>	<p>What is best staffing for matter? All that is expected is the attorney's time More than one lawyer? No Non-lawyer staff? No Language skills required? Spanish and Creole are helpful</p>
<p>CONFLICTS</p>	
<p>PSB does an initial conflict check; the law firm/attorney may do additional conflicts check.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours. Does closing letter get sent by volunteer or by organization? The attorney sends closing letter to both the client and the organization</p>	

Legal Aid Society/PSB Pro Bono Opportunities

PROJECT	ORGANIZATION
<p>DCBA LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Nature of services:</p> <p>All areas of civil law.</p> <p>Primary areas of practice: Family law cases; Children’s matters requiring the appointment of Guardians Ad Litem in juvenile, family, probate, domestic violence, criminal and civil court; Consumer and housing cases; bankruptcy and foreclosure proceedings; not-for-profit and arts cases; domestic violence matters for persons seeking permanent injunctions for protection; immigration; social security and veterans benefits; employment matters; preparation and processing of wills; low-income taxpayer clinics and advising pro se litigants in small claims cases.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys seeking to provide pro bono representation to help the indigent of the community.</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem, housing, bankruptcy, consumer and other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides year-round training in all areas of law.</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 8 hours and occur at the Courthouse, law firms and other locations.</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges may apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training but it is NOT required.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>MENTORSHIP</p> <p>Mentor available? Volunteers may complete a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 1 to 30 hours.</p> <p>Anticipated hours for lead attorney? 20 hours annually.</p>	<p>STAFFING</p> <p>What is best staffing for matter? All that is expected is the attorney’s time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS</p> <p>PSB does an initial conflict check; the law firm/attorney may do additional conflicts check.</p>	
<p>CLOSING MATTER</p> <p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? The attorney sends closing letter to both the client and the organization.</p>	

Family Law and Domestic Violence Projects

PROJECT	ORGANIZATION
<p>FAMILY LAW AND DOMESTIC VIOLENCE PROJECTS</p> <p>Nature of services: Full-service family law and domestic violence services are provided to indigent persons including geographically based populations throughout Miami-Dade County.</p> <p>Legal Aid likewise provides its services to the migrant communities of Homestead and Florida City.</p> <p>The Little Havana population is served through a special project funded by the Children’s Trust to create and sustain a comprehensive neighborhood network.</p> <p>Primary areas of practice: Family matters relating to divorce, custody, child support and visitation. Representation of victims of domestic violence by obtaining permanent injunctions against their batterers. Representation of the client/victim at the permanent injunction and related hearings.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys seeking to provide pro bono representation to help the indigent of the community.</p>	<p>General Program description: The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem and other civil matters.</p>
<p>TRAINING & MATERIALS</p>	<p>MENTORSHIP</p>
<p>What training required for participating lawyer? PSB provides year-round training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 8 hours and occur at the Courthouse, law firms and other locations.</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges may apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training but it is NOT required.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>Mentor available? Volunteers may complete a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p>	<p>STAFFING</p>
<p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 1 to 30 hours.</p> <p>Anticipated hours for lead attorney? 20 hours annually.</p>	<p>What is best staffing for matter? All that is expected is the attorney’s time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS</p>	
<p>PSB does an initial conflict check; the law firm/attorney may do additional conflicts check.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? The attorney sends closing letter to both the client and the organization.</p>	

Bankruptcy Assistance Clinic

PROJECT	ORGANIZATION
<p>BANKRUPTCY ASSISTANCE CLINIC</p> <p>Nature of services:</p> <p>The Bankruptcy Assistance Clinic is a joint project of the Bankruptcy Bar Association, American College of Bankruptcy and Legal Aid/PSB to recruit and challenge lawyers/firms to provide advice, representation and assistance to indigent debtors in chapter 7 and chapter 13 bankruptcy proceedings.</p> <p>Primary areas of practice:</p> <p>Chapter 7 bankruptcy for clients facing extraordinary medical debt. Chapter 13 for clients facing loss of homes. Pro se lunchtime clinics are offered to assist indigent debtors with general bankruptcy concerns on a monthly basis.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 ext. 2273 Fax: 305-372-7693 Email: bankruptcy@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys seeking to provide pro bono representation to the indigent of the community.</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem, housing, bankruptcy, consumer, tax and other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides bankruptcy training.</p> <p>What is length of training? Where/How is training available? 4 hours at the Bankruptcy Courthouse.</p> <p>Is it available electronically or in print? Charge for training? Yes, free to those agree to take a case. Otherwise the cost is approximately \$80.00.</p> <p>What materials must a lawyer review before taking on a matter? Volunteers are encouraged to attend a bankruptcy CLE.</p> <p>Where are materials posted? Electronic? On-Line.</p>	<p>MENTORSHIP</p> <p>Mentor available? Yes.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB contacts coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? 15 to 20 hours.</p> <p>Anticipated hours for lead attorney? 15 to 20 hours annually.</p>	<p>STAFFING</p> <p>What is best staffing for matter? More than one lawyer? One lawyer.</p> <p>Non-lawyer staff? N/A</p> <p>Language skills required? Client must bring translator.</p>
<p>CONFLICTS</p> <p>PSB does conflict checks. The pro bono attorney may do additional conflicts checks.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes.</p> <p>Does closing letter get sent by volunteer or by organization? The attorney sends closing letter to client and PSB.</p>	

Child Advocacy Pro Bono Opportunities

PROJECT	ORGANIZATION
<p>CHILD ADVOCACY</p> <p>Nature of services:</p> <p>Child Advocacy</p> <p>Primary areas of practice: Children's matters requiring the appointment of Guardians Ad Litem.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys who volunteer to help the indigent of the community.</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem, housing, bankruptcy, tax, consumer and other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 4 to 12 hours</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>MENTORSHIP</p> <p>Mentor available? Volunteers may fill out a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 30 hours – 60 on child advocacy cases.</p> <p>Anticipated hours for lead attorney? 60 hours.</p>	<p>STAFFING</p> <p>What is best staffing for matter? All that is expected is the attorney's time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS</p> <p>PSB does an initial conflict check; the law firm may do additional conflicts check.</p>	
<p>CLOSING MATTER</p> <p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? By the volunteer and the organization.</p>	

Clearinghouse of Pro Bono Opportunities

PROJECT	ORGANIZATION
<p>CONNECT FAMILIAS LITTLE HAVANA PROJECT</p> <p>Nature of services: Volunteers may accept a family or domestic violence case through this project of Legal Aid.</p> <p>Primary areas of practice: Legal Aid is available to low-income families in the areas of family law and domestic violence.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: brivera@dadelegalaid.org Website: Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel: Brenda Rivera 305-579-5733 ext. 2225 brivera@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 ext. 2245 slanger@dadelegalaid.org</p>
<p>Description of project Legal Aid is part of the Connect Familias/Little Havana Community Partnership funded by the Children’s Trust to create and sustain a comprehensive neighborhood network of supports and family focused system of care. The partnership promotes family and community safety by increasing community awareness in the area of Little Havana by establishing a wraparound delivery model to improve the well-being of the children and families thereby reducing violence and delivering non-duplicative culturally appropriate seamless wrap around services.</p>	<p>General Program description: The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem and other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? May attend a family law or domestic violence training</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 2 to 4 hours – Dade Courthouse or at a law firm.</p> <p>Is it available electronically or in print? Both</p> <p>Charge for training? What materials must a lawyer review before taking on a matter? Training is free to those that take a case from Legal Aid/PSB</p> <p>Where are materials posted? Electronic? Electronically</p>	<p>MENTORSHIP</p> <p>Mentor available? Yes</p> <p>How is mentor notified that they will be contacted by a volunteer? Legal Aid staff attorneys provide assistance and support on all matters pertaining to the case. PSB coordinators mentors and related support services.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? 15 - 20 hours annually.</p> <p>Anticipated hours for lead attorney? 15 - 20 hours annually.</p>	<p>STAFFING</p> <p>What is best staffing for matter? One attorney per case.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? PSB provides law student volunteers and research assistance.</p> <p>Language skills required? Clients are responsible for bringing their own translators.</p>
<p>CONFLICTS Clients are pre-screened by experienced staff; usually an attorney conducts their own conflicts check upon acceptance of a case</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes Does closing letter get sent by volunteer or by organization? Both</p>	

Foster Youth Referral Service

PROJECT	ORGANIZATION
<p>FOSTER YOUTH REFERRAL SERVICE</p> <p>Nature of services:</p> <p>Teen Advocacy projects focusing on stability.</p> <p>Primary areas of practice: Family law cases; Children’s matters requiring the appointment of GAL’s in all proceedings, including probate and guardianship.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys who volunteer to help the indigent of the community.</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem, tax, bankruptcy and other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 4 hours</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>MENTORSHIP</p> <p>Mentor available? Volunteers must fill out a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 1 to 30 hours.</p> <p>Anticipated hours for lead attorney? 20 hours.</p>	<p>STAFFING</p> <p>What is best staffing for matter? All that is expected is the attorney’s time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS</p> <p>PSB does an initial conflict check; the law firm may do additional conflicts check.</p>	
<p>CLOSING MATTER</p> <p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? By the attorney and the organization.</p>	

General Civil Pro Bono Opportunities

PROJECT	ORGANIZATION
<p>GENERAL CIVIL PRO BONO OPPORTUNITIES</p> <p>Nature of services:</p> <p>Legal Aid/PSB recruit and train pro bono attorneys to handle all general civil cases.</p> <p>Primary areas of practice:</p> <p>General civil matters; PSB does NOT refer cases that are fee generating, traffic, criminal, or PL. To be eligible for free services, a client must be indigent and have a qualifying civil legal matters. PSB will train you if you are unfamiliar with the type of case you are assigned.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys who volunteer to help the indigent of the community in general civil matters</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem and all other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 4 hours</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>MENTORSHIP</p> <p>Mentor available? Volunteers must fill out a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 1 to 30 hours.</p> <p>Anticipated hours for lead attorney? 20 hours.</p>	<p>STAFFING</p> <p>What is best staffing for matter? All that is expected is the attorney's time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS</p> <p>PSB does an initial conflict check; the law firm may do additional conflicts check.</p>	
<p>CLOSING MATTER</p> <p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? By the organization.</p>	

Guardian ad Litem “GAL” Pro Bono Project

PROJECT	ORGANIZATION
<p>GUARDIAN AD LITEM “GAL”</p> <p>Nature of services:</p> <p>PSB actively recruits and extensively trains volunteers to serve as “GAL” in court proceedings such as family, DV, juvenile and criminal matters.</p> <p>Primary areas of practice: Family cases, Domestic Violence Proceedings, Juvenile Proceedings, Criminal Caes. (Any civil proceedings requiring appointment of a GAL.)</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys who volunteer to help the indigent of the community.</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem, tax, bankruptcy, consumer, housing and other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 4 hours</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training.</p> <p>Where are materials posted? Electronic? On-Line</p>	<p>MENTORSHIP</p> <p>Mentor available? Volunteers may fill out a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? 10 – 50 hours.</p> <p>Anticipated hours for lead attorney? 10 – 50 hours.</p>	<p>STAFFING</p> <p>What is best staffing for matter? All that is expected is the attorney’s time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS</p> <p>PSB does an initial conflict check; the law firm may do additional conflicts check.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? By the attorney and the organization.</p>	

Guardianship Project

PROJECT	ORGANIZATION
<p>GUARDIANSHIP PROJECT</p> <p>Nature of services:</p> <p>Guardianships for current and former foster youth</p> <p>Primary areas of practice:</p> <p>Guardianships</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel: Elizabeth Hubbard Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys who volunteer to help the indigent of the community.</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem and other civil matters.</p>
TRAINING & MATERIALS	MENTORSHIP
<p>What training required for participating lawyer? PSB provides training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 4 hours</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>Mentor available? Volunteers must fill out a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
TIME RESOURCES	STAFFING
<p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 1 to 30 hours.</p> <p>Anticipated hours for lead attorney? 20 hours.</p>	<p>What is best staffing for matter? All that is expected is the attorney's time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
CONFLICTS	
PSB does an initial conflict check; the law firm may do additional conflicts check.	
CLOSING MATTER	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? By the organization.</p>	

Immigration Pro Bono Opportunities

PROJECT	ORGANIZATION
<p>IMMIGRATION</p> <p>Nature of services:</p> <p>PSB's pro bono immigration project provides representation to newcomers in limited matters such as asylum, naturalization, suspension of deportation and adjustment of status.</p> <p>Primary areas of practice:</p> <p>Immigration and related matters affecting newcomers, their families, victims of violence and children.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project</p> <p>The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys who volunteer to help the indigent of the community.</p>	<p>General Program description:</p> <p>The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem and other civil matters. Special projects include immigration.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 1 to 4 hours</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training.</p> <p>Where are materials posted? Electronic? The Dade County Bar Association provides a CLE library on a variety of topics. Call 305-371-2220 to request materials.</p>	<p>MENTORSHIP</p> <p>Mentor available? Volunteers must fill out a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? The time commitment will depend on the nature of each case. Hours vary from 1 to 30 hours.</p> <p>Anticipated hours for lead attorney? 20 hours.</p>	<p>STAFFING</p> <p>What is best staffing for matter? All that is expected is the attorney's time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS</p> <p>PSB does an initial conflict check; the law firm may do additional conflicts check.</p>	
<p>CLOSING MATTER</p> <p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? By the attorney and the organization.</p>	

Volunteer Lawyers for the Arts

PROJECT	ORGANIZATION
<p>VOLUNTEER LAWYERS FOR THE ARTS</p> <p>Nature of services: Copyright, Trademark, Leases, Contracts and Not -for-Profit Incorporation legal assistance for qualifying artists, arts groups and emerging non-profits.</p> <p>Primary areas of practice: 501 C3 incorporation, serving of counsel and providing advice, reviewing leases, etc.</p>	<p>LEGAL AID SOCIETY/PUT SOMETHING BACK</p> <p>Address: 123 N.W. First Avenue, Miami, FL 33128 Tel: 305-579-5733 Fax: 305-372-7693 Email: PSB@dadelegalaid.org Website: http://www.jud11.flcourts.org/programs_and_services/psb_and_faqs7.htm Hours of operation: 8:30 a.m. – 4:30 p.m. Hours of phone/email availability: 8:30 a.m. – 4:30 p.m. Staff Counsel and Pro Bono Coordinator: Karen J. Ladis, Esq. and Bruce Levine, Esq. 305-579-5733 kladis@dadelegalaid.org blevine@dadelegalaid.org Executive Director: Sharon L. Langer, Esq. 305-579-5733 slanger@dadelegalaid.org</p>
<p>Description of project The Legal Aid Society/Put Something Back Pro Bono Project is the official program providing pro bono, or free legal assistance to the needy population of Miami-Dade County. It is designed to increase access to the civil legal system by serving as an umbrella agency for referral to all other legal service providers and as a clearinghouse for attorneys who volunteer to help the indigent of the community.</p>	<p>General Program description: The Legal Aid Society is a full staff, free legal service provider for the indigent in Miami-Dade County. Legal Aid was established in 1939 and chartered in 1949. It is the oldest provider of free legal services in Miami-Dade County and has nineteen full-time lawyers who primarily handle family matters which involve children, guardianship, domestic violence, teen advocacy, guardian ad litem and other civil matters.</p>
<p>TRAINING & MATERIALS</p> <p>What training required for participating lawyer? PSB provides training in all areas of law</p> <p>What is length of training? Where/How is training available? CLE trainings vary from 2 to 4 hours</p> <p>Is it available electronically or in print? Print and tapes.</p> <p>Charge for training? Charges apply, unless you accept a case, then it is free.</p> <p>What materials must a lawyer review before taking on a matter? If unfamiliar with an area of law, a volunteer may attend a training.</p> <p>Where are materials posted? Electronic? On-Line</p>	<p>MENTORSHIP</p> <p>Mentor available? Volunteers must fill out a mentor request form. Mentors are available in all areas of law.</p> <p>How is mentor notified that they will be contacted by a volunteer? PSB coordinates mentor/mentee.</p>
<p>TIME RESOURCES</p> <p>Anticipated hours for complete project? 25 – 40 hours.</p> <p>Anticipated hours for lead attorney? 25 – 40 hours.</p>	<p>STAFFING</p> <p>What is best staffing for matter? All that is expected is the attorney's time.</p> <p>More than one lawyer? No</p> <p>Non-lawyer staff? No</p> <p>Language skills required? Spanish and Creole are helpful.</p>
<p>CONFLICTS PSB does an initial conflict check; the law firm may do additional conflicts check.</p>	
<p>CLOSING MATTER</p>	
<p>Does participating lawyer receive acknowledgement of PB hours by organization upon conclusion? Yes, each participating lawyer receives recognition of pro bono hours.</p> <p>Does closing letter get sent by volunteer or by organization? By the attorney and organization.</p>	