

2025

FEDERAL GOVERNMENT PRO BONO PROGRAM

*Pro Bono Opportunities for Federal Government
Attorneys*

CHICAGO



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U.S. Department of Justice
Office for Access to Justice

*950 Pennsylvania Avenue, NW
Washington, D.C. 20530*

Dear Colleagues,

Welcome to the Federal Government Pro Bono Program! Thank you for your interest in using your legal skills to better your community and fulfilling your professional duties through pro bono activities. We hope we can help you find a fulfilling opportunity with which to get involved.

This Pro Bono Volunteer Guide provides easy access to information about the rules governing federal employees' engagement in pro bono activities, as well as descriptions of numerous local legal services organizations that regularly offer pro bono opportunities that are generally appropriate for federal government attorneys and legal staff, in that they are generally free of conflicts of interest and offer substantial resources that will help you to succeed. Because each federal agency has its own regulations and procedures, it is important that you discuss any pro bono project with your agency's pro bono coordinator or ethics officer before starting to volunteer. Many agencies have a specific pro bono policy that can guide you through these rules and any approval procedures that may be required.

Throughout the year, our Program offers events and activities to assist you in your pro bono endeavors, including trainings to prepare you to volunteer, opportunities where federal attorneys and legal staff members can volunteer together, and information sessions on various topics relevant to pro bono practice. If you would like to get involved in the development of these ideas or have questions about pro bono activities generally, please contact the Pro Bono Program at probono@usdoj.gov.

For decades, federal government attorneys and legal staff have been increasing access to justice and fulfilling their professional duties through pro bono. We look forward to working with you to carry on this powerful tradition of volunteering our legal skills to ensure that everyone receives equal, fair, and impartial access to justice.

Sincerely,

Laura F. Klein
Pro Bono Program Manager
Office for Access to Justice
U.S. Department of Justice
Chair, Federal Government *Pro Bono* Program

FREQUENTLY ASKED QUESTIONS ABOUT GOVERNMENT ATTORNEYS DOING PRO BONO

Definitions and Limitations

What are pro bono activities?

“Pro bono activities” refers to all legal work performed without compensation. Examples include, but are not limited to, services to persons of limited means or other disadvantaged persons; assistance to charitable, religious, civic, community, governmental, health, and educational organizations; services to individuals or groups seeking to protect civil rights, civil liberties or public rights; and activities seeking to improve the law or legal system.

What types of pro bono activities are prohibited?

Any activity that would conflict with your official duties is prohibited. 5 C.F.R. § 2635.802. For example, in most cases, you are prohibited from representing parties before the federal government. 18 U.S.C. § 205. For more information, see [Conflicts of Interest](#), below.

In addition, each federal agency has its own regulatory standards of conduct that its employees must follow. For example, Department of Justice attorneys may not provide services that involve criminal or habeas corpus matters, whether federal, state, or local. 5 C.F.R. § 3801.106.

May I assist family and friends?

Generally, yes, provided the services you are providing fall within the definition of pro bono legal services, and you are not receiving compensation.

Note: There are limited exceptions to this rule that permit you to represent family members and friends in non-pro bono matters as long as the United States is not a party, and the matter is not criminal in nature. If you would like to represent a family member or friend in a matter that does not fall within the definition of pro bono activity, you should contact your Deputy Designated Agency Ethics Official (DDAEO).

May I assist someone seeking government benefits?

Yes, in limited ways. You may not represent a third party before any government agency. However, you may provide non-representational assistance, such as filling out forms for a person seeking government benefits. But you should be mindful that you may not contact a federal agency, with the intent to influence, on behalf of another person except those persons permitted by 18 U.S.C. § 205I.

May I represent someone in an action against the United States?

No. Title 18, section 205 of the U.S. Code prohibits you from representing another person before any court or agency of the United States in a matter in which the United States is a party or has a direct and substantial interest. However, there are limited exceptions for representing your immediate family (spouse, child, and parents), fellow employees in personnel administration proceedings, and certain employee organizations in limited circumstances.

May I prepare income tax returns?

Yes. However, you are prohibited from representing another person before the IRS in connection with a tax return.

Use of Position and Agency Resources

May I use my official position in connection with my pro bono activities?

No. You may not indicate or represent in any way that you are acting on behalf of your agency, or in your official capacity, when providing pro bono or volunteer services.

May I use office letterhead or my business cards?

No. You may not use office letterhead, business cards, fax cover sheets, or otherwise identify yourself as a federal government employee in any communication, correspondence, or pleading.

May I use agency resources such as phone, email, internet, or other government property in connection with my pro bono activities?

Maybe. Each agency has its own policy on the use of its resources and property. Some agencies allow for the personal use of government equipment and facilities if there is only a negligible cost to the government (such as electricity, ink, small amounts of paper, and ordinary wear and tear). To learn about your agency's policy, contact your agency pro bono coordinator or ethics officer.

May a federal government attorney ask a support staff colleague to assist them?

No. Pro bono activities are not official duties and may not be assigned to or required of support staff. The Federal Government Pro Bono Program maintains a Support Staff Resource Pool, where paralegals, legal assistants, and other support staff may volunteer to be matched with federal government attorneys who need assistance. Attorneys and support staff should contact the Pro Bono Program at probono@usdoj.gov to request assistance or to be added to the Pool.

May I use Westlaw and other electronic computer databases?

Maybe. Each agency has its own policy on this issue. To learn about your agency's policy, contact your agency pro bono coordinator or ethics officer.

May I participate in pro bono activities on government time?

Generally, no. We encourage you to seek pro bono opportunities that can be accomplished outside of your scheduled working hours. However, activities may sometimes occur during the workday. Your agency's policy may allow you to be granted annual leave or leave without pay, or to be permitted to make up time you are away from the office. To learn about your agency's policy, contact your agency pro bono coordinator or ethics officer.

May I be granted administrative leave?

Maybe. Generally, it is inappropriate to pay an employee for time engaged in pro bono activity. However, in limited circumstances, it may be appropriate to excuse an employee from duty for brief periods of time without loss of pay or charge of leave. Excused absence should be limited to those situations in which the employee's services meet one or more of the following criteria: are directly related to the agency's mission; are officially sponsored or sanctioned by the agency; or will enhance the professional development or skills of the employee in their current position. See [5 C.F.R. 630.1403](#).

Further, some agencies have issued policies specifically permitting the granting and use of administrative leave for pro bono activities. Examples include the Department of Justice, the Department of Labor, the Department of Energy, the Department of Homeland Security, the Department of Interior, the National Labor Relations Board, the Pension Benefit Guaranty Corporation, and many others. To find out if your agency has such a policy, check with your agency pro bono coordinator or ethics officer.

Conflicts of Interest

Who should I talk to about any possible conflicts of interest?

Your Deputy Designated Agency Ethics Official (DDAEO). You may also consult your agency pro bono coordinator.

What constitutes a conflict of interest?

Any activity that would:

1. violate any federal statute, rule, or regulation, including for example, 18 U.S.C. § 201 et seq. and the Standards of Conduct at 5 C.F.R. § 2635;
2. interfere with the proper and effective performance of your official duties, including time availability;
3. cause a reasonable person to question the integrity of your agency's programs or operations;
4. require your recusal from significant aspects of your official duties;
5. create an appearance that your official duties are being performed in a biased or less-than-impartial manner; or
6. create an appearance of official sanction or endorsement.

Must I get approval to engage in pro bono activities?

Yes. Each agency has its own policy regarding its employees' outside activities. An employee seeking to engage in any pro bono legal work must follow their agency's procedures for outside activities. To learn about your agency's approval requirements, consult with your agency pro bono coordinator or ethics officer.

Malpractice Coverage & Out-of-State Bar Membership

What about malpractice insurance coverage?

The federal government does not provide malpractice insurance coverage. Generally, pro bono opportunities organized by the local bar or more established nonprofit legal services organizations provide malpractice insurance coverage to volunteers. The Federal Government Pro Bono Program only publicizes organizations and opportunities that provide malpractice insurance coverage to volunteers. If you find an opportunity on your own, you should ask the organization through which you will be providing pro bono services whether it will provide malpractice coverage for you.

How can I participate in pro bono in Illinois if I am not a member of the Illinois state bar?

Under Illinois Supreme Court Rule 756(k) retired and inactive attorneys, as well as attorneys admitted in another state but not in Illinois, may perform pro bono services as long as they do the following:

- file a registration form with the ARDC;
- work with an approved sponsoring entity (such as a legal aid organization or law clinic);
- complete any training required by the sponsoring entity; and
- annually register with the ARDC ongoing participation in a pro bono program.

See: [https://www.iardc.org/files/RegForms/Pro_Bono_Out_of_State_Authorization\(Web\).pdf](https://www.iardc.org/files/RegForms/Pro_Bono_Out_of_State_Authorization(Web).pdf)

Getting Involved

Are there activities I can do that do not involve client representation?

Absolutely! Government attorneys regularly staff brief advice clinics. At these clinics, attorneys provide brief advice and referral for clients and do not take on the cases. There are many examples of those activities in this Guide.

What if I have never done any pro bono work before?

It is never too late to start doing pro bono work. There are lots of resources and support to help you. First, you can start by taking a training. Many legal services organizations provide trainings on substantive areas of law that are designed for attorneys who are new to the subject area. Many trainings are available online as well. Second, most legal services organizations assign mentors to government attorneys to advise you throughout your pro bono work. Third, most local legal service organizations offer terrific resource banks, which might include manuals, sample forms, and sample pleadings. Many attorneys start by co-counseling their first pro bono case. And you don't have to start by taking a case – you can participate in a brief advice clinic, volunteer at an intake site, or do a range of other activities.

Is Continuing Legal Education (CLE) credit available for pro bono work?

While twenty-two states currently offer some CLE credit for pro bono work, Illinois is not one of them. However, some IL organizations provide CLE credit for their trainings to prepare attorneys to volunteer. Contact the Pro Bono Program staff for details.

Is there a committee that helps government agencies to develop pro bono policies and programs?

Yes. The Interagency Pro Bono Working Group (IAWG) has been established to assist federal agencies in developing pro bono policies and programs. The IAWG also organizes events to encourage more government attorneys to participate in pro bono work. The IAWG is chaired by the Department of Justice Pro Bono Program Manager and includes representatives from over 50 agencies.

How can I get my agency involved?

Contact the Pro Bono Program at probono@usdoj.gov.

LEGAL SERVICES ORGANIZATIONS

ADMINISTER JUSTICE

For attorneys, the call to do justice is clear. Administer Justice partners with attorneys like you to provide the help of a lawyer and the hope of God's love to vulnerable neighbors. Administer Justice has developed and refined the Gospel Justice Center model for over 20 years. More than 80,000 clients have been guided through confusing legal problems with help from a knowledgeable volunteer attorney like you.

Volunteer Opportunities:

Administer Justice is a Christian legal aid. All its centers are located in churches. Each center operates once a month for 3-4 hours and is run by a team of volunteers who provide administrative support for the attorneys and holistic, wrap-around social and spiritual support for the clients. There are currently 62 centers in Illinois, in 8 counties. Attorneys can find more information at www.administerjustice.org

Part of a legal clinic team: Attorneys may serve in-person or remotely as part of a team of volunteers who provide administrative support for the attorneys and holistic care for the clients once a month. The attorneys provide brief advice and referrals on civil legal matters in 45-minute client appointments. Each attorney is scheduled with 3 clients. Administer Justice provides online, on-demand training as well as resources and mentoring so as to make serving easy.

Part of the bullpen: Attorneys may serve in-person or remotely as a substitute when a team's attorney is unable to serve on a regularly schedule monthly clinic. The attorneys provide brief advice and referrals on civil legal matters in 45-minute client appointments. Each attorney is scheduled with 3 clients. Administer Justice provides online, on-demand training as well as resources and mentoring so as to make serving easy.

Malpractice insurance is provided for the clinics.

Contact Information:

Judy Miller

judy@administerjustice.org

Phone: 630-204-1464

www.administerjustice.org

ASCEND JUSTICE

At Ascend Justice, our mission is to empower individuals and families impacted by gender-based violence or the child welfare system to achieve safety and stability through holistic legal advocacy and system reform. Our Order of Protection Division offers same-day services for Orders of Protection at our Cook County Domestic Violence Courthouse location. We also provide comprehensive services in the following areas at our 17 N. State Street location: family law, immigration, child welfare, incarcerated survivors, housing and employment issues, crime victim compensation applications, and other economic justice issues.

Volunteer Opportunities:

Emergency Order of Protection Clinic: Our Emergency Order of Protection Hotline is an opportunity for volunteers to work directly with survivors of gender-based violence over the phone to help them file for an Emergency Order of Protection. Volunteers interview clients and prepare and submit the petition for an order of protection, which includes the client's affidavit, and other necessary court forms. Volunteers can accompany clients to the courtroom and observe the hearings, but do not represent the clients. See FAQ here: <https://www.ascendjustice.org/wp-content/uploads/2025/03/EOP-Clinic-Informational-with-FAQs-Updated-February-2025.pdf>.

Volunteers can be attorneys, paralegals, or other legal professionals; however, each shift must have at least one attorney volunteer.

Training: Training is available on demand via the Ascend Justice website and is eligible for CLE credit for Illinois attorneys.

Time Commitment: Clinic shifts are scheduled 9AM-4PM Monday-Friday at the courthouse,. NOTE: This opportunity takes place during business hours and may require volunteers to request leave.

Malpractice insurance is provided for all opportunities.

How to Volunteer: Interested volunteers should fill out our volunteer form at <https://www.ascendjustice.org/join-our-team/volunteer-application/>.

Contact Information:

Cook County Domestic Violence Courthouse

555 W. Harrison, Suite 1900

Chicago, IL 60607

Phone: 312-325-9155

www.ascendjustice.org.

Contact: Kimberly Washington at kwashington@ascendjustice.org

CENTER FOR DISABILITY AND ELDER LAW (CDEL)

CDEL provides legal services to low-income residents of Cook County who are either elderly or who have permanent disabilities. Their work focuses on matters relating to estate and end of life planning, housing matters including evictions and landlord tenant disputes, adult guardianship, consumer debt matters and simple divorces.

Volunteer Opportunities:

Workshops: CDEL offers a variety of Workshops at which clients are able to learn about legal documents and then work with a legal professional to draft, finalize and execute documents. Workshops are conducted in the communities where the clients live. Malpractice insurance is provided to practitioners. Most Workshops occur during weekday business hours, though there are occasional weekend projects. The typical Workshop has three components:

1. Presentations offered on-site at community locations such as senior care centers;
2. Accredited CLE seminars at which volunteer attorneys and paralegals receive training regarding a specific legal topic such as advanced directives, adult guardianship or transfer on death instruments, and our automated system contract express; and
3. Workshops held at a community location, where residents meet individually with an attorney, prepare and execute documents, and receive final, fully-executed documents.

Training: All potential volunteers must attend one required training session.

Time commitment: Following a 1.5 hour CLE training, volunteers will participate in one 2-hour workshop.

Full Representation: CDEL places full representation cases with volunteer attorneys in the areas of adult guardianship, collections, divorce, simple wills and transfer on death instruments, landlord/tenant, and real property.

Malpractice insurance is provided for all opportunities.

Address and Contact Information:

205 W. Randolph, Suite 1610

Chicago, IL 60606

General phone: 312-367-1880

www.cdelaw.org

Email: info@cdelaw.org

Contact: Cheryl Lipton, clipton@cdel.org

CHICAGO VOLUNTEER LEGAL SERVICES (CVLS)

CVLS volunteers and staff attorneys represent low-income Chicagoans (the working poor) in a wide variety of civil matters, including litigation, administrative, and non-litigation matters. CVLS cases include divorce, custody, adult and minor guardianship, adoption, mortgage foreclosure, fraud and predatory lending, tort defense, taxation, consumer law and collections defense, landlord-tenant matters, and simple estates and powers of attorney. CVLS prioritizes support for its volunteers.

Volunteer Opportunities:

Community Legal Clinics: Volunteers can provide on-the-spot legal assistance at one of 19 current legal clinics offered by CVLS on a variety of civil legal issues. At the clinics, attorneys will conduct intake interviews and provide advice and referrals. When appropriate, volunteers may choose to represent a client who has visited the clinic in their legal matter. Paralegals are welcome to participate.

Training: CVLS conducts monthly seminars on a variety of legal topics for its volunteers, as well as training materials covering a wide range of substantive practice areas.

Time commitment: 4-hours on weekday evenings (or) Saturday or Sunday mornings.

Contact: Kathy Koester, Clinic Coordinator: 312-332-7521 or kkoester@cvls.org

Chancery Court Appointment Program: Chancery Court judges appoint CVLS to represent low-income individuals with meritorious claims or defenses in Chancery Court cases. Case types include mortgage foreclosure, administrative appeals, declaratory judgment actions, and evictions.

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

Time commitment: Total time depends on the complexity of the matter (20-100 hours).

Contact: Daniel Quarfoot, 773-389-6310 or dquarfoot@cvls.org

Guardian Ad Litem for Adults with Disabilities: The Probate Court appoints CVLS to serve as Guardians ad litem (GALs) for alleged disabled adults. A volunteer GAL meets with the client at his or her residence (or over Zoom), reviews medical and other records, and writes a report for the court detailing the investigation. Typically, only one court appearance is required.

Training: 2 hour program specific training. CVLS also provides detailed, written training materials, sample pleadings and briefs, and support and guidance from a staff attorney.

Time commitment: One home/zoom visit, time required to complete written court report, and one court appearance.

Contact: Jami Schlafer, jschlafer@cvls.org

Guardian Ad Litem for Minors: The Probate Court appoints CVLS to serve as Guardians ad litem (GALs) for children in contested or problematic minor guardianship cases. A volunteer GAL investigates the parties, prepares a written report for the Court, and represents the child's best interests in court proceedings.

Training: 2 hour program specific training. CVLS also provides detailed, written training materials, sample pleadings and briefs, and support and guidance from a staff attorney.

Time commitment: Varies depending on case.

Contact: Rebekah Rashidfarokhi, 312-332-7399 or arr@cvls.org

Panel Referral Program: Volunteer attorneys handle pro bono civil cases in many areas of law. A CVLS staff person will call or email an interested volunteer, describe the case, and the volunteer can accept or decline it. CVLS makes an effort to match volunteers with cases that meet their interests, skill sets, and available time, and provides extensive support throughout the case.

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

Time commitment: Varies depending on case.

Contact: Kristen Harrison, 312-332-6436 or kharrison@cvls.org

Child Representative Program: The Domestic Relations and Parentage Courts appoint CVLS to serve as a Child Representative for children in contested custody cases. Volunteer attorneys investigate the issues and parties, negotiate with the parties, enlist and recommend outside services when appropriate and advocate for the child in and out of court.

Training: 3 hour program specific training. CVLS also provides detailed, written training materials, sample pleadings and briefs, and support and guidance from a staff attorney.

Time commitment: Varies depending on case.

Contact: Robert Zielinski, 312-332-6434 or rzielinski@cvls.org

Early Resolution Program (ERP): Volunteer attorneys provide advice-only consultations to small landlords, including providing information about alternatives to litigation such as rental assistance, mediation, and repayment plans.

Training: 1 hour program specific training. CVLS also provides detailed, written training materials and support and guidance from a staff attorney.

Time commitment: Typically only 3-6 hours per case.

Contact: Tala Abusharif, tabusharif@cvls.org

Probate Court Assistance Project (PCAP): Volunteers provide pro bono representation to low-income individuals referred to CVLS by Probate judges for assistance with their decedent's estate case. Volunteer attorneys litigate estate cases or find extra-judicial solutions in order to marshal family assets.

Training: Various online seminars on this topic are available. CVLS also provides detailed, written training materials, sample pleadings, and support and guidance from a staff attorney.

Time commitment: Varies depending on case.

Contact: Jami Schlafer, jschlafer@cvls.org

Malpractice insurance is provided for all opportunities.

Address and General Contact Information:

33 N. Dearborn Street, Suite 400

Chicago, IL 60602

General phone: 312-332-1624

<http://www.cvls.org>

Contact: Meg Benson, Executive Director: mbenson@cvls.org

CHICAGO BAR ASSOCIATION'S MEDIA & CIVIC EDUCATION INC.

The CBA Media and Civic Education, Inc. is the charitable entity of The Chicago Bar Association, and its mission is to offer educational programming to help Chicago area students better understand our Constitution and the nation's legal system, instill knowledge of their rights and responsibilities as U.S. Citizens and bring awareness to racial justice and restorative justice principles. CBA Media and Civic Education Inc. does this through the **Edward J. Lewis II Lawyers in the Classroom program** (LIC), also known as the **CBA Lawyers in the Classroom program**, which partners with nearly 600 attorney volunteers, 5000 students in 60 schools across Chicago.

The CBA Lawyers in the Classroom program originated with Constitutional Rights Foundation Chicago (CRFC) and has been in existence for more than 30 years. CRFC was a non-profit organization that worked at the national level in the design and quality of law-related education programs for elementary and secondary school students and their teachers. In November of 2019, the Lawyers in the Classroom program transitioned to the CBA's charitable entity, and today CBA Lawyers in the Classroom program continues to partner volunteer attorneys with teachers and students in 2nd-8th grade classrooms across the Chicagoland area. The CBA Lawyers in the Classroom program and its curriculum allows students to critically think about, collaborate, and discuss real-life cases, while it also permits students the opportunity to think about how they can put their civic knowledge into action.

Volunteer Opportunity:

Lawyers in the Classroom: Teams of attorneys from the Chicago area are partnered with elementary and middle school teachers and their students in second- through eighth-grade social studies and literature classes, where they lead class lesson aimed to help students understand the U.S. Constitution and our legal system. Tiffani Watson, LIC Managing Director trains attorneys to lead interactive lessons, provides teaching materials, and matches them with school partners.

Training: Attorneys attend a one-hour training.

Time commitment: Attorney volunteers are asked to make **three visits** to the classroom over the course of a school year. Each visit takes 2-3 hours, with the inclusion of travel time.

Contact Information:

321 S. Plymouth Ct.

Chicago, IL 60604

General phone: 312-554-2060

[https://www.chicagobar.org/chicagobar/CBA/Programs/Lawyers in the Classroom/About Lawyers in the Classroom/CBA/Programs/About%20Lawyers%20in%20the%20Classroom.aspx?hkey=0e39bd09-a591-4e23-b8da-bf464cce3be4](https://www.chicagobar.org/chicagobar/CBA/Programs/Lawyers%20in%20the%20Classroom/About%20Lawyers%20in%20the%20Classroom.aspx?hkey=0e39bd09-a591-4e23-b8da-bf464cce3be4)

Contact: To participate with the Federal Government Pro Bono Program group, please contact the DOJ Pro Bono Program at probono@usdoj.gov. For general questions about the CBA Lawyers in the Classroom program, please contact Tiffani M. Watson, M.Ed., twatson@chicagobar.org, 312-554-2060.

LEGAL AID CHICAGO

For over 50 years, Legal Aid Chicago has provided free civil legal assistance to people living in poverty in metropolitan Chicago. Cases include situations such as wrongful eviction, a veteran seeking their benefits earned from service, or securing an order of protection for a domestic violence survivor. Legal Aid Chicago attorneys and staff advocate for and collaborate with disadvantaged communities. Inactive, retired and attorneys licensed in other states may be eligible to volunteer pursuant to Illinois Supreme Court Rule 756(k).

Volunteer Opportunities:

- **Remote Opportunities:**

- ***Advanced Directives and Property Transfers (ADAPT):*** Advise clients in preparing Powers of Attorney for Health Care and Property, Living Wills, and Transfer on Death Instruments, to allow for the transfer of ownership of a home upon death. Volunteers conduct telephone interviews with clients, then prepare these important documents for clients according to their wishes. Time commitment is roughly 3 hours per client. Online training available, along with support from Legal Aid Chicago attorneys.
- ***Criminal Records Relief:*** Prepare petitions for expungement and sealing for clients seeking criminal records relief who have been screened by Legal Aid Chicago. 3-4 hours per case, including phone consultation with client and document preparation. Online training available, along with support from Legal Aid Chicago attorneys. **Note: These cases have potential criminal matters associated with them and therefore are not appropriate for DOJ employees pursuant to 5 CFR 3801.106(b)(1)(ii).**
- ***Eviction Prevention in Chicagoland (EPIC):*** Provide advice and assist with settlement to help clients avoid eviction. Online training available, along with back-up support and co-counseling throughout each case from Legal Aid Chicago attorneys.
 - **Brief Advice:** 1 hour per shift, volunteer signs up per their availability.
 - **Extended Representation:** 5-10 hours over the course of 2-3 weeks to assist with settlement.
- ***Pro Bono Panel:*** Receive an occasional email containing cases where Legal Aid Chicago seeks collaboration with or help from a volunteer attorney. Includes both transactional and litigation matters. Time commitment varies, no formal training provided but Legal Aid Chicago attorneys will provide mentorship and ongoing support as necessary.

- **In-Person Opportunities:**

- ***Order of Protection Litigation Project:*** Direct representation to victims of domestic violence in the Maybrook Courthouse. 3-9 week representation with 1-2 court appearances. Must join Pro Bono Network, which will provide online training. **Note:** DOJ attorneys must have a criminal background check done to be sure no criminal charges are pending against either party before seeking approval to handle these cases in order to avoid violating 5 CFR 3801.106(b)(ii).
- ***Austin and Woodlawn Legal Clinics:*** These community-based legal clinics have been open for more than a decade and operates in the Austin and Woodlawn neighborhoods, *Time*

Commitment: The Austin Legal Clinic takes place on the fourth Tuesday of every month from 4pm – 6pm, in-person in the Austin community. The Woodlawn Legal Clinic takes place on the second Wednesday of every month from 4pm – 6pm, in-person in the Woodlawn community. Volunteers can choose which clinic and which month they would like to volunteer via SignUpGenius.

Training and Benefits: The community legal clinics are open to all licensed attorneys. Specific knowledge of the legal areas Legal Aid Chicago practices in is not required. Legal Aid Chicago will provide brief training materials to volunteers prior to the clinics and Legal Aid Chicago attorneys will be present during the clinics to provide support and legal advice to volunteers.

Malpractice insurance is provided for all opportunities.

Contact Information:

120 S. LaSalle Street, Suite 900

Chicago, IL 60603

General phone: 312-341-1070

www.legalaidchicago.org

Contact: volunteer@legalaidchicago.org

WILLS FOR HEROES (program of the Chicago Bar Association)

The Chicago Bar Association “Wills for Heroes” program provides assistance with essential estate planning documents free of charge to U.S. veterans and first responders.

Volunteer Opportunities:

Events: At “Wills for Heroes” events, volunteer attorneys (who need no experience) prepare basic Wills and Powers of Attorney for veterans, first responders, and their spouses or partners. For more information, including a list of upcoming program dates, visit the webpage below. Malpractice insurance is provided.

Training: Attorneys with no estate planning experience are trained to use HotDocs. The training takes place on the morning of the event.

Non-Lawyer Opportunities: Notaries are needed to notarize documents at the events. Law students and other legal staff can participate by pairing up with attorneys to assist in drafting the documents and then serving as witnesses during the execution of the documents.

See [WEBPAGE](#) for more details.

Malpractice insurance is provided for event volunteers.

Address and Contact Information:

Events held at the Chicago Police Headquarters (parking is available)
3510 S. Michigan Ave.
Chicago, IL 60653

General information: 312-554-2031 or willsforheroes@chicagobar.org.

Contacts: John Festa: John@JPFLawOffice.com and Sharmon Paris paris20law@gmail.com