

# Pro Bono Opportunities for Law Students

## Spring 2019



Projects are listed by quantity of volunteers needed; most to least. FAQs about each project are located online & in the "documents" tab of your pro bono account. Read account login instructions online: <https://law.marquette.edu/community/pro-bono-timesheet>. See the pro bono Schedule-at-a-Glance on the back of this page.

**Marquette Volunteer Legal Clinics, includes the Mobile Legal Clinic & the Family Law Advice Clinic.** ●●●● Work one-on-one alongside a volunteer attorney to provide brief legal advice and referrals to unrepresented litigants on a wide range of civil legal matters. Law students explain the limits of the clinic to each client, help frame the legal issue presented, conduct legal research, help prepare legal forms and other documents, maintain the client file, prepare a written summary of next steps for the client while developing professional relationships with the hundreds of volunteer lawyers committed to the MVLCs. Students are scheduled for 2.5-hour shifts, usually every other week.

Next Training Session: Wednesday, January 23, 12-1:15PM, Room 257

**Milwaukee Justice Center Family Law Forms Clinic.** ●●●● Learn the basics of family law and other matters ranging from divorce to child support to name change. Law students work one-on-one with a client, under attorney supervision, and learn how to identify the procedure required to help a client meet their goal. Client interviewing skills are central to all types of lawyering and is a skill honed at the MJC. Students interact with circuit court civil procedures ranging from jurisdictional issues to service of process to de novo reviews. Students are scheduled for 1.5 to 2-hour each week.

Next Training Session: Thursday, January 24, 12-1:15PM, Room 263

**Domestic Violence Injunction Hearings Project.** ●●●● Conduct client interviews by phone and prepare a written report for a volunteer lawyer who will represent the client in a domestic violence injunction hearing. Learn key questions to ask when preparing a witness and how to gather information beyond what is already contained in a client's petition for the temporary injunction. Work with the client to identify and gather available evidence. Determine whether the opposing party has been served, whether police reports are available, and if court records contain relevant historical information about either party. Students generally receive a monthly referral and work on their own time (2-4 hours) to complete the work.

Next Training Session: Friday, January 25, 12-1:15PM, Room 257

**Eviction Defense Project.** ●●● Law students and volunteer lawyers work together to respond to Milwaukee's eviction crisis. Over 14,000 eviction actions were filed in Milwaukee in 2017. In eviction court, most people being evicted do not appear because they do not have a lawyer and, prior to the Eviction Defense Project's creation in 2016, Legal Action of Wisconsin could help only about 3% of people being evicted. Most landlords have experience in court or have an attorney or professional agent to represent them. Learn defenses to eviction, determine if a negotiated stipulation is possible, and watch the case resolution before a court commissioner or judge. Students are scheduled for 2.5-hour shifts, usually every other week.

Next Training Session: Tuesday, January 22, 12-1:15PM, Room 257

**Estate Planning Clinic.** ●●●● Law students and volunteer lawyers pair up to prepare an estate plan for the client that includes power of attorney documents for health care and finances, a living will, and a will. Helping a client through these processes when they are healthy means later avoidance of court proceedings for guardianship and heirs' questions about asset distribution. Students are scheduled for 2.5-hour shifts, 1-2 shifts per month, and have about 1.5 hours of preparation work to complete on their own time before the assigned shift.

Next Training Session: Monday, January 28, 12-1:15PM, Room 263

**MVLC Intake Specialist.** ●●●● For volunteers with at least one semester of MVLC experience. Law students perform a preliminary legal assessment of clients' needs at the two busiest locations of the Marquette Volunteer Legal Clinics—the MJC and the UCC. The specialist assesses: What general area of law might this be? What is the underlying legal issue? Is a lawyer needed? Or is this strictly a family law forms question that can be handled by a trained non-lawyer? Can the clinic help today or is another clinic or resource better suited for the individual's need? What background information or research materials can clinic supervisors gather to aid the volunteers before the client is seen? The specialist will read case note summaries in Salesforce and suggest edits or improvements to their authors. Students are scheduled for 2.5-hour shifts every other week.

Training to be scheduled with selected volunteers.

**Parenting Conferences, Alternative Dispute Resolution.** ■ For volunteers with at least one semester of MJC Forms experience. Work with parents hoping to reach an agreement on issues of child support, custody, placement, and more. When a resolution is reached, the law student prepares a stipulation reflecting terms of the agreement under supervision of a volunteer lawyer. Students are scheduled for a 1.5-hour shift every other week.

Training to be scheduled with selected volunteers.

**Bankruptcy Help Desk.** ● Join volunteer attorneys to assist Chapter 7 debtors and those considering filing Chapter 7 bankruptcy with the required paperwork. Students learn the basic analysis involved in determining eligibility for Chapter 7 filings and possible alternatives to debt relief. Students are usually scheduled for 1.5-hour shifts, every other week.

Training for this clinic is [online](#).

**Guardianship Clinic.** ●●●● Assist the parents of an adolescent with a significant disability in need of a court-appointed guardian as they approach adulthood. Students work directly with a volunteer attorney from Quarles & Brady to complete the required court pleadings in this form-intensive process. A guardianship practice is a natural accompaniment to estate planning work. Approximately 5-hours of work per referral.

Training and materials for this project are [online](#).

# Pro Bono Project Schedule At-a-Glance ~ Spring 2019

Learn more at the Pro Bono Pizza Lunch on Thursday, January 17<sup>th</sup>, Noon-1:15PM. Sign up for projects online at <https://mulaw.wufoo.com/forms/pro-bono-project-scheduling-spring-2019/>.

What works for you? { ● 1L, Section 1, Boyden, Fallone, Papke } { ● 1L, Section 2, Boyden, Ellis, Idleman } { ● 1L, Section 3, Murray, Oldfather, Scoville } { ● 2Ls, 3Ls, & P/T students, please prioritize these shifts }

| Mondays   |  | Tuesdays   |   | Wednesdays  |  | Thursdays  |   | Fridays   |  |  |   |  |   |  |
|---|--|--|---|---|--|--|---|---|--|--|---|--|---|--|
| 8:30-10AM<br>MJC Family Law Forms*<br>● ●           | 8:30AM-12PM<br>MJC Family Law Forms*<br>Any 2-hr+ timeframe<br>● | 8:30AM-12PM<br>MJC Family Law Forms*<br>Any 2-hr+ timeframe<br>● | 8:30-10AM<br>MJC Family Law Forms*<br>●                     | 9AM-12PM<br>Parenting Conferenc es at the MJC*<br>Prior experience with MJC Family Law Forms clinic required<br>■ | 8:30AM-12PM<br>MJC Family Law Forms*<br>Any 2-hr+ timeframe<br>● | 8:30-10AM<br>MJC Family Law Forms*<br>● ●          | 8:30-10AM<br>MJC Family Law Forms*<br>●             | 9-10:30AM<br>Bankruptcy Help Desk***<br>●                   | 8:45-11AM<br>MVLC at MJC General Civil*<br>● | 8:30-11AM<br>Intake Specialist at MVLC at MJC*<br>●        | 8:30-10AM<br>MJC Family Law Forms*<br>●     |  |   |  |
| 10:30-12PM<br>MJC Family Law Forms*<br>■            |  |  | 10:30-12<br>MJC Family Law Forms*<br>■ ●                    |   |  | 10:30-12<br>MJC Family Law Forms*<br>■             | 10:30-12<br>MJC Family Law Forms*<br>■              |   |  |  | 10:30-12<br>MJC Family Law Forms*<br>■ ●    |  |   |  |
| 12:30-3PM<br>Eviction Defense Project*<br>● ●       | 1-3PM<br>MJC Family Law Forms*<br>● ●                            | 1-4PM<br>MJC Family Law Forms*<br>Any 2-hr+ timeframe<br>●       | 1:15-3:30PM<br>MVLC Family Law Advice Clinic*<br>●          | 1-4PM<br>MJC Family Law Forms*<br>Any 2-hr+ time-frame<br>●   | 12:30-3PM<br>Eviction Defense Project*<br>● ●                    | 1:15-3:30PM<br>MVLC Family Law Advice Clinic*<br>● | 1-3PM<br>MJC Family Law Forms*<br>● ●               | 1-4PM<br>MJC Family Law Forms*<br>Any 2-hr+ time-frame<br>● | 12:30-3PM<br>Eviction Defense Project*<br>●  | 1-4PM<br>MJC Family Law Forms*<br>Any 2-hr+ timeframe<br>● | 1:45-4PM<br>MVLC at MJC General Civil*<br>● | 1:30-4PM<br>Intake Specialist at MVLC at MJC*<br>■ | 12:30-3PM<br>Eviction Defense Project*<br>● | 1-4PM<br>MJC Family Law Forms*<br>Any 2-hr+ timeframe<br>● |
| 3:45-6PM<br>MVLC for Veterans General Civil***<br>● | 3:45-6PM<br>Estate Planning for Veterans***<br>●                 |  | 3:45-6PM<br>MVLC at House of Peace General Civil**<br>● ● ● | 3:45-6PM<br>Estate Planning at House of Peace**<br>● ● ●  |  | 4:45-7PM<br>Estate Planning at UCC**<br>●          | 4:30-7PM<br>Intake Specialist at MVLC at UCC**<br>■ | 4:45-7PM<br>MVLC at UCC**<br>●                              |  |  |   |  |   |  |

**KEY:**  
 \* Walking Distance  
 \*\* Shuttle Transportation Provided  
 \*\*\* Transportation not provided. Plan to drive, carpool, or Uber/Lyft  
 ■ ■ ■ ■ Prior Experience w/ Project Required

## Projects on Your Schedule

- Domestic Violence Injunction Hearing Preparation ● ● ● ● 1 referral per month (or more), 2-4 hours per referral
- Guardianship Clinic Pleading Preparation ● ● ● ● 1 referral per semester, ~5 hours per referral
- 🚗 The Mobile Legal Clinic rolls out on various weekdays and Saturdays. 🚗

## Scheduling Info & Important Dates

- Pro bono schedules span 2/1-4/25 for 1Ls and 2/1-5/17 for 2Ls and 3Ls.
- Pro bono projects operate all year. Keep these dates in mind:
  - Spring Break is March 11-15
  - Classes end April 25
  - No classes on Good Friday April 19
  - Exams take place April 29 - May 9