

THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL  
WASHINGTON DC



# **PRO BONO GUIDE**

## **2008 – 2009**

**Career Development Office**  
**716 20<sup>th</sup> Street, NW, Burns 310 · Washington, DC 20052**  
**(202) 994-7340 · (202) 994-7352 (fax)**  
**[law.gwu.edu/cdo](http://law.gwu.edu/cdo) · [cdo@law.gwu.edu](mailto:cdo@law.gwu.edu)**

## TABLE OF CONTENTS

<b>Introduction</b>	<b>3</b>
<b>FAQs</b>	<b>4</b>
<b>Information for Students (Policy Statement)</b>	<b>6</b>
<b>Pledge Form</b>	<b>7</b>
<b>Hours Sheet</b>	<b>8</b>
<b>Student Evaluation</b>	<b>9</b>
<b>GW-Based Reform Projects</b>	<b>11</b>
<b>GW Student Organizations</b>	<b>13</b>
<b>DC Area Organizations Seeking Volunteer Assistance</b>	<b>15</b>

## INTRODUCTION

Many people choose to become lawyers to realize their dreams of serving their communities and helping others. GW Law School is committed to encouraging students to volunteer legal services. That commitment is reflected, in part, by the GW Law Pro Bono Program. Participation in the Program gives students opportunities to give back to their community by donating time and legal expertise. Pro bono (short for *pro bono publico*) means “for the public good”. By doing pro bono work, students provide legal services to those who cannot afford, or who might not otherwise receive those services.

There are other reasons to join the Pro Bono Program. Competition for jobs, especially public interest positions, can be extremely high. Increasingly, students are beginning law school with work experience already on their resumes. Volunteering is an excellent way to gain practical legal experience, including transferable skills (legal research, writing, and analysis), and build up a resume.

So, participation in the Pro Bono Program can give you the practical legal experience you need to compete in the job market after graduation. Also, volunteering legal services provides valuable opportunities to establish networking contacts with experienced lawyers and others within the legal field. Networking is an essential component of every student’s job search.

This Guide should answer most of your questions and help you get started in the Pro Bono Program. Remember, the Public Interest Counselor and Pro Bono Liaison, Tamara Dévieux-Adams, is available to help you with questions and advice regarding the Pro Bono Program.

## FAQs

### **What is the Pro Bono Program?**

Students completing the Pro Bono Program receive recognition at graduation for volunteering legal services to the poor or to a non-profit organization that benefits the public. Recognition consists of an invitation to the annual Pro Bono Breakfast and Reception, the event that kicks off graduation weekend. The Breakfast is attended by students, their families, the Dean, and members of the faculty and staff of the Law School, including the Public Interest Committee and Career Development Office. At the event, each student receives an award from the Dean honoring his/her completion of the Pro Bono Program. Each student is also listed in the Honors & Awards section of the commencement program at graduation.

### **How do I participate in the Pro Bono Program?**

Sign a Pro Bono Pledge and drop it in a Pro Bono Box (across from the Records Office or in the CDO Lobby). Contact an organization for which you want to volunteer your time and expertise. You may use the listing of organizations in this Guide, or contact any other organization where you would like to volunteer legal services. NB: Contact the Pro Bono Liaison prior to your volunteer experience to make sure your prospective activities meet all of the requirements of the Pro Bono Program.

### **How do I get started?**

Think about an issue that's important to you, a particular area of law you would like to learn more about, or a practice area in which you would like to acquire experience. Then, review Information for Students in this Guide. Finally, do research about organizations that work on your issue/practice area.

### **How do I research organizations?**

Start with the information provided in this Guide. Then check the binder of Student Evaluations in CDO the Resource Library. If you are interested in an organization not listed in either the Guide or the binder, check [www.pslawnet.org](http://www.pslawnet.org). Use your GW Law e-mail account to register (free).

### **What activities meet the requirements of the Pro Bono Program?**

Legal services may count toward your Pro Bono Pledge if they are:

Volunteered; you must not be receiving compensation or academic credit;

Supervised by an attorney licensed in the jurisdiction where services are volunteered or supervised by a law faculty member; and

Within the definitions for "Services for the Poor" or "Volunteer Legal Services" as stated in the Information for Students section of this guide.

### **Do internships count toward the Pro Bono Pledge?**

Maybe. Any regularized employment of 20 or more hours per week, whether during the school year or the summer, paid or unpaid, is presumptively not pro bono. If you believe your work should qualify for Pro Bono Program credit, you need to seek permission from Tamara Dévieux-Adams, the Public Interest Counselor, on a case-by-case basis.

### **Do judicial internships/clerkships count toward the Pro Bono Pledge?**

No. Services performed as part of a judicial clerkship or internship are specifically excluded.

**Does my work at a district attorney's office/federal/state/local government position count toward my Pledge?**

Probably not; any regularized employment of 20 or more hours per week, whether during the school year or the summer, paid or unpaid, is presumptively not pro bono. Also, to qualify for Pro Bono Program credit, the services must be directly provided to an underserved population or to a non-profit organization (501(c)(3)) benefiting the public.

**If I am working at a firm and I am assigned to a pro bono case, does that count toward my Pro Bono Pledge?**

No; however, if you volunteer legal services at the same time you are working at a firm, and those services are not provided as a part of your firm job, that time may count toward your Pro Bono Program hours.

**Do election activities count toward the Pro Bono Pledge?**

Maybe. Check with the Public Interest Counselor to make sure your volunteered time meets the requirements of the Pro Bono Program.

**What if I still have questions?**

If you have questions about the Pro Bono Program, visit the Law School's website or contact Tamara Dévieux-Adams, GW Law's Public Interest Advisor, at (202) 994-7340.

## PRO BONO PROGRAM

### Information for Students (Policy Statement)

#### Pro Bono Program

GW Law School's Pro Bono Program encourages students to volunteer their time and expertise to local organizations in need of legal assistance. Each student who provides sixty (60) hours or more of Pro Bono Legal Services while a student at the Law School is recognized at graduation. Each student who completes the LL.M. degree in one academic year is recognized at graduation if s/he provides twenty (20) hours or more of Pro Bono Legal Services during that year. Recognition includes an invitation for the student and the student's family to attend the annual Pro Bono Breakfast & Reception to receive a certificate from the Dean of the Law School, and inclusion in the Honors & Awards section of the commencement program.

#### Pro Bono Fair

The Pro Bono Fair is an annual event organized by the Career Development Office and the Public Interest Committee to bring together public interest organizations and law students interested in pursuing pro bono opportunities, and to make students aware that they can contribute to the community while gaining experience and fulfilling their Pro Bono Pledge.

#### Pro Bono Legal Services

Pro Bono Legal Services consist of (a) Pro Bono Legal Services for the Poor, and (b) Volunteer Legal Services. Ordinarily, all Pro Bono Legal Services must be provided while the student is enrolled and taking classes as a full-time day or evening student. For example, internships during the school year may qualify for pro bono credit if the student is not receiving compensation and/or academic credit for the internship. However, if the student is not taking classes (i.e., during the summer), s/he may receive credit for Pro Bono Legal Services if those services are provided outside the scope of a formal job or (paid or unpaid) internship. For example, if the student is working as a summer intern (either paid or volunteer) and spends an evening performing Pro Bono Legal Services at a clinic, s/he may receive pro bono credit if volunteering at the clinic is not a requirement of the internship. **Any regularized employment of 20 or more hours per week, whether during the school year or the summer, paid or unpaid, is presumptively not Pro Bono Legal Services.** If you believe your work should qualify for Program credit, you need to seek permission from the Public Interest Counselor, on a case-by-case basis.

#### Services for the Poor

Pro Bono Legal Services for the poor include the following: 1) The direct provision of civil or criminal legal services to the poor, without compensation; 2) Uncompensated services related to simplifying the legal process for, or increasing the availability and quality of legal services to, the poor; 3) Uncompensated legal services rendered to charitable public interest organizations with respect to matters or projects designed predominantly to address the needs of the poor; 4) Uncompensated legislative, administrative, or systems advocacy services provided on behalf of the poor or charitable public interest organizations described in 3) above.

#### Volunteer Legal Services

Volunteer Legal Services are free legal services provided to a low-income person or to a non-profit organization that benefit the public and are not included in Legal Services for the Poor.

#### Additional Eligibility Requirements

1) Pro Bono Legal Services must be provided while the student is enrolled and taking classes. 2) Services must be performed under the supervision of a licensed lawyer or law faculty member. The Law School accepts no supervisory or legal responsibility for any Pro Bono Legal Services provided by students under this policy. The Law School provides the names of potential pro bono providers merely as a resource to the student. The Law School does not take responsibility for the security and well-being of the student while engaged in pro bono work. 3) Each student must complete (a) the Pro Bono Pledge and (b) the Pro Bono Hours Sheet. All completed copies of the Pledge and Hours Sheet shall be placed in a Pro Bono Box (located across the hall from the Records Office and in the Career Development Office). Students are encouraged to submit completed forms for Pro Bono Legal Services by the end of the semester during which services are performed. The final deadline for graduating students to submit completed forms shall be announced during the Spring semester each year.

#### Exclusions

Specifically excluded from both Pro Bono Legal Services for the Poor and Volunteer Legal Services are the following: 1) Services performed as part of a judicial clerkship or internship; and 2) Services performed for compensation or with the expectation of receiving academic credit, including course credit graded on a "credit/no credit" basis.

**For more information about the Pro Bono Program, visit [www.law.gwu.edu/Resources/Public+Interest+and+Pro+Bono/Pro+Bono+Program/GW+Law+Pro+Bono+Program.htm](http://www.law.gwu.edu/Resources/Public+Interest+and+Pro+Bono/Pro+Bono+Program/GW+Law+Pro+Bono+Program.htm). If you have questions, contact Tamara Devieux-Adams at [tdadams@law.gwu.edu](mailto:tdadams@law.gwu.edu) or (202) 994-7340.**

**PRO BONO PROGRAM**

**PLEDGE FORM**

I, \_\_\_\_\_, hereby pledge to participate in The George Washington University Law School's Pro Bono Program. I will use my best efforts to perform sixty (60) hours\*\* or more of Pro Bono Legal Services while a student at the Law School. My graduation date is \_\_\_\_\_. I understand that, to receive recognition at graduation, I must provide at least 60 hours\*\* of Pro Bono Legal Services in compliance with the regulations set forth in The George Washington University Law School's Pro Bono Program policy statement (as stated in the Information for Students handout).

Signature: \_\_\_\_\_

PRINT Name: \_\_\_\_\_

Date: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

\*\*As stated more fully in the GW Pro Bono Program policy statement, for LL.M. students who complete their degree in one academic year, they will be recognized upon graduation if they provide twenty (20) hours or more of Pro Bono Legal Services during that year. If this applies, check here: \_\_\_\_\_.

Please return this form to the Pro Bono Box in the Career Development Office or to the one located across from the Records Office.

# HOURS SHEET

HOURS SHEET – \_\_\_\_\_ (TERM/YEAR)

Week Of	Hours	Description

**TOTAL HOURS** \_\_\_\_\_

I certify that I volunteered the above hours and I request that these hours be counted toward my GW Pro Bono Program Pledge total.

PRINT Name: _____	Signature: _____
Date: _____	Class Year: _____
Email Address: _____	
Organization: _____ _____	Name/Contact Info of Supervising Attorney or Faculty Member: _____ _____

## **PRO BONO PROGRAM**

### **STUDENT EVALUATION**

- Your evaluation will not be shared with your supervisor, but will be accessible for other interested students.

Please remove my name before making my evaluation accessible to other students: \_\_\_\_\_

- Please return this form to the Career Development Office at the end of your placement, or at the end of the semester, whichever is sooner.
- Please complete a separate evaluation for each placement.

Student Name: _____	Class of: _____
Placement Organization: _____	
Supervisor's Name: _____	
Start Date: _____	End Date: _____ Hours Completed: _____

#### **EVALUATION QUESTIONS**

How would you rate your placement in terms of supervision (i.e., guidance, feedback, and evaluation)?

<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Adequate <input type="checkbox"/> Poor	Comments: _____ _____ _____
---	-----------------------------------

How would you assess the training and orientation provided by the placement?

<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Adequate <input type="checkbox"/> Poor	Comments: _____ _____ _____
---	-----------------------------------

How would you rate the quality of assignments given to you?

<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Adequate <input type="checkbox"/> Poor	Comments: _____ _____ _____
---	-----------------------------------

How much client interaction did you have?

<input type="checkbox"/> Constant <input type="checkbox"/> Substantial <input type="checkbox"/> Frequent <input type="checkbox"/> Little	Comments: _____ _____ _____
---	-----------------------------------

Describe the issues you worked on at this placement:

\_\_\_\_\_  
\_\_\_\_\_

Describe the type of work (i.e., intake, research, writing, outreach, and education, etc.):

\_\_\_\_\_  
\_\_\_\_\_

What was the size of your placement office or organization? \_\_\_\_\_

What was the typical number of hours you volunteered per week? \_\_\_\_\_

How would you describe the (working and social) atmosphere at your placement?

---

---

Would you recommend this placement to another student? Why or why not?

---

---

Do you feel your commitment to doing pro bono work after law school was strengthened by this experience?

---

---

What was most meaningful/rewarding to you about this placement?

---

---

What have been the primary benefits of your participation in the Pro Bono Program?

---

---

Please provide any feedback or additional comments regarding the Pro Bono Program at GW Law School:

---

---

Are you willing to share your pro bono experience with other students?

No

Yes, have students  e-mail or  call me.

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

## **GW-BASED REFORM PROJECTS**

### **Animal Welfare Project**

Contact: Professor Joan Schaffner ([jschaf@law.gwu.edu](mailto:jschaf@law.gwu.edu))

Location: [www.law.gwu.edu/Resources/Public+Interest+and+Pro+Bono/Animal+Welfare+Project.htm](http://www.law.gwu.edu/Resources/Public+Interest+and+Pro+Bono/Animal+Welfare+Project.htm)

Description: The Animal Welfare Project is an independent pro bono effort of faculty and students at GW Law. The Project seeks to raise awareness of animal welfare issues and promote legislative changes to advance animal welfare and improve the lives of animals in DC. Students participate in the Project by researching all aspects of animal welfare, including laws and regulations in place and proposed around the nation, enforcement issues, and possibilities for reform in the District.

Nature of Work: Since the Project was established in fall of 2003, the Project has been extremely active. A few highlights of activities include: March 2004--"Animal Law Summit: Reforming Animal Welfare Laws in the District of Columbia," a panel discussion on the District's animal welfare laws and proposals for reform. February 2005—Press conference to release the comprehensive report on the status of animal welfare in the District, including a description of current District laws, their enforcement, and recommendations for reforms, to D.C. Councilmember David Catania and Department of Health Director Gregg Pane. February 2007—"Animal Law Summit II" celebrating the award of the first Samantha Scholarship in Animal Law and the introduction of the Animal Protection Amendment Act of 2007 by D.C. Councilmember Mary Cheh. The legislation, drafted by the Project, addresses regulation of services affecting animals (boarding facilities, guard dogs), guidelines for care of animals used in public schools, humane education, spaying/neutering, penalties for animal abusers, cross-reporting among agencies handling domestic violence and animal abuse, and more. Other ongoing activities include--Humane Education classes at Ross Elementary School, testifying on behalf of animal welfare legislation in the DC metro area, and participating in public education on the importance of spay/neuter, trap-neuter-return for feral cats, and the humane treatment of animals.

Volunteers are needed on a short and long-term basis. Future goals are to continue to work to have reform proposals enacted into law in DC; to expand the reform initiatives into other jurisdictions; to act as a resource for the DC government, local humane organizations, and community groups interested in strengthening the protection of animals; and to work with other law schools, the bar, and organizations on joint projects in animal law.

## **GW-BASED REFORM PROJECTS**

### **Criminal Justice Reform Project**

Contact: Professor Donald Braman ([dbraman@law.gwu.edu](mailto:dbraman@law.gwu.edu))

Location: <http://www.gwlawschool.net/>

Description: CJRP was launched in 2005 to investigate the challenges D.C. residents face when they return from prison. Because drug addiction contributes significantly to the District's high rate of incarceration, students are currently investigating alternatives to incarceration for non-violent offenders whose crimes are driven by their addiction.

Nature of Work: Students are researching and writing a comprehensive report with recommendations for legal reforms to divert non-violent addicted D.C. Code offenders into substance abuse treatment. They are also organizing events to educate the GW Law community on pressing issues in the administration of the criminal justice system.

### **Street Law Youth in Transition Project**

Contact: Professor Anne Olesen ([aolesen@law.gwu.edu](mailto:aolesen@law.gwu.edu))

Description: This Project was established in 2005-06 to complement the work being done in the public schools by the GW Law student organization, Street Law.

Nature of Work: Law student "fellows" attend trainings and teach practical law lessons to youth in transition, including teens aging out of foster care and teens in the juvenile justice system.

## **GW STUDENT ORGANIZATIONS**

### **GW Environmental Law Association for the Anacostia Watershed Society**

Contact: Michael Saretsky ([msaretsky@law.gwu.edu](mailto:msaretsky@law.gwu.edu))

Location: <http://docs.law.gwu.edu/stdg/ela/> (then go to Community Pro Bono link)  
[www.anacostiaws.org](http://www.anacostiaws.org)

Description: The GW ELA is a student-run organization of approximately 200 members and growing. The Anacostia Watershed Society is a local non-profit environmental organization that is working to protect and restore the Anacostia River and its watershed. AWS seeks to fulfill its mandate of a swimmable and fishable river through its programs of education, action, and advocacy.

Nature of Work: After years of struggle to shut down suburban sources of pollution heading into the Anacostia River, the Society finally won a major victory in court, resulting from a lawsuit filed by the federal government, the State of Maryland, and five environmental organizations, including the Society. These parties will now need our help to interpret the terms of the consent decree and oversee its implementation.

### **GW Feminist Forum for WomensLaw E-Mail Hotline**

Contact: Vanessa Batters ([vbatters@law.gwu.edu](mailto:vbatters@law.gwu.edu))

Location: [www.womenslaw.org](http://www.womenslaw.org)

Description: WomensLaw is a national website and hotline dedicated to providing easy-to-understand legal information and resources to women living with or escaping domestic violence. By reaching out through the Internet, WomensLaw empowers women and girls to lead independent lives, free from abuse. The website publishes state-specific legal information for domestic violence. WomensLaw also provides help through email, directly to women and advocates, throughout the U.S.

Nature of Work: The WomensLaw e-mail hotline receives hundreds of emails each week – more than the staff in New York can handle. The e-mails have questions regarding protection orders, custody, and immigration, just to name a few of the issues facing women escaping domestic violence. Each GW volunteer responds to approximately two-to-five hotline emails per week, a time commitment of not more than one hour per week.

## GW STUDENT ORGANIZATIONS

### Street Law

Contact: Jen McClure ([jmcclure@law.gwu.edu](mailto:jmcclure@law.gwu.edu))  
Brianna Forbes ([bforbes@law.gwu.edu](mailto:bforbes@law.gwu.edu))

Location: <http://docs.law.gwu.edu/stdg/streetlaw/>

Description: Street Law is practical, participatory education about the law. Our efforts support legal literacy and foster positive youth development. Participants teach law-related lessons to secondary school students in DC public schools and gain valuable insights and experience in the process.

Nature of Work: Volunteers can teach lessons in DC public schools with other GW Law students, can help create and prepare materials and lessons for these students, and can coach students participating in our mock trial and mock legislature programs. Students can volunteer throughout the year, but are most needed each September, at the start of the school year, and each spring in preparation for our mock trial and legislatures.

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

**Advancement Project**

Contact: Jill Tauber ([jtauber@advancementproject.org](mailto:jtauber@advancementproject.org); 202-728-9557)

Location: 1730 M Street, NW, Suite 910, Washington DC 20036  
[www.advancementproject.org](http://www.advancementproject.org)

Description: Advancement Project is a policy and legal action organization that develops innovative strategies for achieving universal opportunity and a racially just democracy. With offices in Washington, D.C. and Los Angeles, CA, we provide community-focused lawyering, policy research, and aggressive media strategies to grassroots organizations fighting to promote racial and social justice. Already, Advancement Project has forged alliances with community organizations in Louisiana, Colorado, Illinois, Florida and North Carolina. Our efforts are primarily focused on three major issues: education, voting rights, and Hurricane Katrina rebuilding efforts.

Nature of Work: Candidates for part-time fall and spring internships and full-time summer internships must have a demonstrated commitment to public service. Some experience in civil rights law, policy advocacy or community organizing is a plus. Fluency in Spanish is also a plus.

**American-Arab Anti-Discrimination Committee (ADC)**

Contact: Abed Ayoub, Esq. ([aayoub@adc.org](mailto:aayoub@adc.org); 202-244-2990 x106)

Location: 1732 Wisconsin Avenue, NW, Washington, DC 20007  
[www.adc.org](http://www.adc.org)

Description: ADC, which is non-sectarian and non-partisan, is the largest Arab American grassroots organization in the United States. It was founded in 1980 and has chapters nationwide. Through its Legal Department, ADC offers counseling in cases of discrimination and defamation and selected impact litigation in the areas of immigration.

Nature of Work: Interns are responsible for their own cases under the direct supervision of the ADC attorneys. Cases involve employment discrimination, immigration, airline discrimination, hate crimes, educational discrimination, public accommodation, housing, and freedom of speech. Interns also represent the organization at various meetings and conferences with civil rights, human rights as well as federal agencies and departments. In addition, ADC Summer Legal Associates are required to write a twenty page law review style paper related to the issues that ADC handles and conduct a thirty minute presentation of their paper.

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

**American Civil Liberties Union of the National Capital Area**

Contact: Fritz Mulhauser, Staff Attorney ([fmulhauser@aol.com](mailto:fmulhauser@aol.com))  
Sara Kane, Paralegal ([sara@aclu-nca.org](mailto:sara@aclu-nca.org); 202-457-0800)

Location: 114 20<sup>th</sup> Street, NW, Suite 119, Washington, DC 20007  
[www.aclu-nca.org](http://www.aclu-nca.org)

Description: As the local ACLU affiliate, the ACLU of the National Capital Area defends the Bill of Rights in the District of Columbia and two nearby Maryland counties through litigation, lobbying, and public education. The litigation docket includes about 60 active cases in local and federal courts, chiefly concerned with First and Fourth Amendment issues. Over the years, legislative concerns in the DC Council and County Councils have included police misconduct towards demonstrators, anti-USA PATRIOT Act resolutions, video surveillance, freedom of information, sex-offender registration, civilian review of police misconduct, and juvenile curfews.

Nature of Work: Legal interns at ACLU gain a comprehensive introduction to the legal work of one of the nation's major advocacy organizations. Interns work with the Staff Attorneys and the Legal Director in evaluating requests for legal help and in ongoing cases. Intern tasks include interviewing and corresponding with potential clients; gathering facts from records or informants such as police or witnesses; researching legal questions in preparation for case reviews by the affiliate's Litigation Committee; and tasks related to litigation such as pleadings, motions, and discovery. Interns may also do research and writing in support of legislative or public education initiatives.

We look for applicants who are committed to doing public interest law upon graduation and have completed at least one year of law school. However, qualified 1L students will also be considered. Useful skills include legal research and writing, as well as basic interviewing, note-taking, and investigative skills. Students should have at least 10 hours per week available and be able to spend part of two days a week in the office.

Send or email a letter of interest and resume to Sara Kane (see above). For more information, call Sara Kane or staff attorney Fritz Mulhauser at 202-457-0800. We can accommodate 1-2 interns per semester. The fall and spring internships are unpaid. We also offer 1-2 full-time summer fellowships. Summer fellowship applications require a cover letter, resume, (unofficial) transcript, and writing sample. Summer applications will be accepted through December 15, 2007 for the 2008 summer.

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

**Amnesty International**

Contact: Alison Collins ([acollins@aiusa.org](mailto:acollins@aiusa.org); 202-544-0200 x267)

Location: 600 Pennsylvania Avenue, SE, Washington, DC 20003  
[www.amnestyusa.org](http://www.amnestyusa.org)

Description: Amnesty International is an international grassroots non-profit organization that works to prevent and end human rights abuses throughout the world by undertaking research and activism.

Nature of Work: Amnesty International has an extensive, year-round Internship Program, offering internships during the Spring, Summer, and Fall semesters. Intern duties vary depending on the program to which one is assigned, but may include researching specific issues and pertinent legislation, drafting briefs, attending Congressional briefings or hearings and reporting on them.

**Asian Pacific American Legal Resource Center**

Contact: Ms. Marita Etcubanez ([marita@apalrc.org](mailto:marita@apalrc.org); (202) 393-3572, ext. 12)

Location: 1600 K Street, NW, Mezzanine Level, Washington, DC 20011  
[www.apalrc.org](http://www.apalrc.org)

Description: The Asian Pacific American Legal Resource Center is a non-profit organization dedicated to advancing the legal and civil rights of Asian Americans in the D.C. metropolitan community through direct services, education, and advocacy. Through its innovative programs and strategic partnerships, the APALRC's main goals are to address the individual legal needs of low-income and limited-English proficient Asian Americans, and to advocate for broad-based systemic change on civil rights issues impacting Asian Americans.

Nature of Work: One of the APALRC's main programs is a legal hotline staffed by bilingual law student volunteers. For the fall of 2007, the hotline is open for intake on Monday afternoons (includes walk-in intake hours), Wednesday evenings and all day on Friday. As a hotline volunteer, you will devote a minimum of 3 hours per week to interviewing callers on the hotline and using your language skills to assist them with a range of legal matters, an conducting legal research and writing legal memoranda under staff supervision to provide legal advice or appropriate referrals to hotline callers. Volunteers also are called upon to assist with outreach and special events such as clinics, "Know Your Rights" workshops, and community festivals.

Students who are interested in making a more substantial time commitment to the APALRC are invited to explore internship/externship placements, which allow for more in-depth involvement with the APALRC's legal practice, which

## **DC AREA ORGANIZATIONS** **SEEKING VOLUNTEER ASSISTANCE**

currently is focused on family law, immigration law and employment law. We also recruit law clerks to work with us on a full-time basis during the summer. In addition, the APALRC is especially grateful to volunteers who are able to assist between academic terms (December-January, May, and August-September) when we lose our regular volunteers to exams and school breaks.

### **Bread for the City**

Contact: Ms. Su Sie Ju, Esq. ([sju@breadforthecity.org](mailto:sju@breadforthecity.org); 202-386-7010)

Location: 1525 7<sup>th</sup> Street, NW, Washington, DC 20001  
[www.breadforthecity.org](http://www.breadforthecity.org)

Description: Bread for the City is a 501(c)(3) non-profit organization located in the Shaw neighborhood of Northwest Washington, DC and in Anacostia in Southeast DC. In addition to free legal assistance, Bread for the City provides medical care, food, clothing, and social services without cost to low-income residents of the District.

The Legal Clinic of Bread for the City represents individuals mainly in the areas of landlord-tenant, family (including civil protection orders), and public benefits law (including disability benefit appeals). The Legal Clinic also works with various coalitions and organizations to reform systemic problems facing low-income DC residents, including in the areas of housing, immigrant access to public benefits, domestic violence, disability rights, kinship care, and child support enforcement.

Nature of Work: We need volunteers throughout the year. Volunteer opportunities are available 9am – 5pm Monday through Friday, and we usually require a commitment of 10-15 hours per week. Note: Bread for the City hosts a weekly evening DC Worker’s Rights Clinic and the DC Bar Pro Bono Program’s Free Advice Clinic every second Saturday of the month; the student needs to contact the DC Employment Justice Center or the DC Bar Pro Bono Program about those volunteer opportunities.

### **Break the Cycle**

Contact: Juley Fulcher ([juley.fulcher@breakthecycle.org](mailto:juley.fulcher@breakthecycle.org); 202-824-0707)

Location: P.O. Box 21034, Washington, DC 20009  
[www.breakthecycle.org](http://www.breakthecycle.org)

Description: Break the Cycle’s mission is to engage, educate and empower youth to build lives and communities free from domestic and dating violence. We accomplish this through direct legal services, outreach and education, local and federal policy work, technical assistance and more.

## **DC AREA ORGANIZATIONS** **SEEKING VOLUNTEER ASSISTANCE**

**Nature of Work:** We accept volunteers year round. Legal interns perform traditional legal research and writing on various domestic violence, family, criminal and general public interest law issues. The research conducted is on issues that affect the lives and safety of the youth that Break the Cycle serves. Interns also work with Break the Cycle staff attorneys to do client intake, safety planning, case preparation, court accompaniment, and drafting legal documents. They are also trained to take crisis calls and provide referrals and advocacy. Interns teach *Ending Violence: A Curriculum for Educating Teens on Domestic Violence and the Law*, attend community meetings, and conduct various other forms of outreach. Media work as well as legislative drafting and policy work is also a possibility. Fall full-time and part-time intern applications accepted until August 31. Spring full-time and part-time applications accepted until December 15. Applications will be reviewed as received.

### **Capital Area Immigrants' Rights Coalition**

**Contact:** Liz McGrail, Detention Project Director ([liz@caircoalition.org](mailto:liz@caircoalition.org); 202-331-3320 x18)

**Location:** 1612 L Street, NW, Suite 204, Washington DC 20006  
[www.caircoalition.org](http://www.caircoalition.org)

**Description:** The CAIR Coalition is the only organization working with individuals detained by the immigration authorities in Virginia and the Washington metropolitan area. Through its Detention Project, CAIR Coalition's staff, interns, and volunteers conduct weekly visits to rural jails in Virginia and provide "Know Your Rights" presentations to immigrants detained by the immigration authorities. CAIR Coalition finds pro bono attorneys from area law firms to take on these cases and mentors those attorneys through the case. CAIR Coalition legal staff also provide direct representation of detained individuals in removal proceedings, bond hearings, and appeals.

**Nature of Work:** CAIR Coalition always welcomes qualified and enthusiastic law students to provide much needed legal assistance in its work on behalf of detained immigrants. Our interns visit jails, provide follow up correspondence with detainees and their families, assist in direct representation of detainees, and assist in the mentoring of pro bono attorneys. Our interns routinely participate in Know Your Rights presentations at area jails, go to court, prepare briefs for Immigration Court proceedings as well as appellate proceedings and provide community outreach on detention issues. Volunteer opportunities are available 9am – 5pm Monday through Friday, and we usually require a commitment of 10 hours per week.

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

**Children's Law Center**

- Contact: Ben Shapiro ([bshapiro@childrenslawcenter.org](mailto:bshapiro@childrenslawcenter.org); 202-467-4900, ext.586)
- Location: 616 H Street NW, Suite 300, Washington, DC 20001  
[www.childrenslawcenter.org](http://www.childrenslawcenter.org)
- Description: CLC helps at-risk children in DC find safe, permanent homes and the education, health care, and social services they need to flourish by providing legal services to children, families, and foster caregivers.
- Nature of Work: Law student volunteers have a wide variety of responsibilities including conducting client intake, completing court runs, researching and writing about legal issues, interviewing clients and witnesses, locating resources for clients, attending court hearings, and accompanying attorneys on home and school visits. A good candidate will have strong interpersonal and writing skills, a solid academic background, a commitment to working with low-income populations, and a willingness and enthusiasm to complete all tasks.

**DC EITC (Earned Income Tax Credit Campaign)**

- Contact: Donna V.S. Ortega ([volunteer@caab.org](mailto:volunteer@caab.org); 202-419-1442)
- Location: c/o Capital Area Asset Builders  
1801 K. Street, NW, Suite M100, Washington, DC 20006  
[www.dceitc.org](http://www.dceitc.org)
- Description: The DC EITC is a citywide, cross-sector initiative that educates DC taxpayers, particularly those with low incomes, about issues related to income taxes and economic security. This coalition of nonprofit, business, community, labor, immigrant, and religious organizations provides free tax assistance to low-income workers (including the homeless), and needs volunteers to educate residents about the Earned Income Tax Credit (EITC) and other tax benefits; provide free tax preparation assistance to those who need help but can't afford to pay; and connect taxpayers with financial education, credit counseling, and other programs and services that promote economic security.
- Nature of Work: During tax season (January to April), volunteers are needed to serve as tax preparers, greeters, intake volunteers, financial counselors, and translators. Training is available for all positions and a commitment of at least one day a week during tax season is required. The Campaign hosts sites across the city and volunteers can choose to serve at a tax site and on a schedule that suits their needs.

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

**Legal Aid Society of DC**

Contact: Jodi Feldman ([jfeldman@legalaiddc.org](mailto:jfeldman@legalaiddc.org); 202-628-1161)

Location: 666 11<sup>th</sup> Street, NW, Suite 800, Washington, DC  
[www.legalaiddc.org](http://www.legalaiddc.org)

Description: Please see [www.legalaiddc.org](http://www.legalaiddc.org) for more information.

Nature of Work: Legal Aid has a structured internship program during the academic year and throughout the summer.

**Legal Counsel for the Elderly**

Contact: Amy Mix ([amix@aarp.org](mailto:amix@aarp.org); 202-434-2171)

Location: 601 E Street, NW, Washington, DC 20049  
[www.aarp.org/lce](http://www.aarp.org/lce)

Description: Legal Counsel for the Elderly is the primary provider of legal services and advocacy for older people in DC. The staff attorneys at LCE handle a broad range of issues, including consumer, landlord-tenant, public benefits, housing, probate, guardianship/conservatorship, and brief services. The website has descriptions of the various programs. LCE is a nonprofit affiliate of AARP.

Nature of Work: LCE welcomes student volunteers all year long, but the specific needs of individual staff attorneys will vary depending on caseload and volunteers already in place. Student volunteers will have opportunities to work directly with clients, draft legal pleadings, research law and accompany staff attorneys to court when possible. LCE staff attorneys try to have student volunteers focus on specific areas of law, if requested, and encourage students to participate in all stages of litigation and advocacy, from client interviews to trials. Student volunteers should have at least one block of 3-5 hours available during the week. Interested students should e-mail a cover letter and resume to Amy Mix. Please include the days of the week and times you are available to volunteer and any specific areas of interest.

**Mid-Atlantic Innocence Project**

Contact: Shawn Armbrust ([innocenceproject@wcl.american.edu](mailto:innocenceproject@wcl.american.edu))

Location: 4801 Massachusetts Ave., NW, Washington, DC 20016  
[www.exonerate.org](http://www.exonerate.org)

Description: MAIP works to prevent and correct wrongful convictions in the District of Columbia, Maryland, and Virginia. We have an extremely small

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

staff and work with pro bono lawyers and volunteer students to provide investigative and legal assistance to prisoners with viable claims of innocence and to advocate for policy reforms that could prevent wrongful convictions.

Nature of Work: Law student volunteers and interns primarily focus on screening cases to determine which defendants might have provable claims of innocence. Interns also have the opportunity to research and write about legal issues, work to find court files or DNA evidence in some cases, visit defendants in prison, and conduct research on various policy issues. A good candidate will have an excellent attention to detail, strong writing skills, strong interpersonal skills, and the ability to work independently.

**Migrant Legal Action Program (MLAP)**

Contact: Roger Rosenthal ([rrosenthal@mlap.org](mailto:rrosenthal@mlap.org); 202-775-7780)

Location: 1001 Connecticut Avenue, NW Suite 915, Washington, DC 20036  
[www.mlap.org](http://www.mlap.org)

Description: MLAP is a national nonprofit support and advocacy center which represents the interests of and undertakes advocacy for indigent migrant and seasonal farmworkers and their families. MLAP works on a variety of issues affecting farmworkers' working and living conditions including education, public benefits, health, immigration, housing, employment, wages and working conditions. MLAP pursues advocacy on Capitol Hill and before federal administrative agencies. MLAP also provides technical assistance and training to regional, state and local service providers nationwide. Law clerks perform research and writing in support of MLAP's work.

Nature of Work: MLAP welcomes volunteers at any time of the year. We are especially interested in volunteer assistance during the school year when it is more difficult to find students who have sources of funding to support their work.

**National Veterans Legal Services Program**

Contact: Meg Bartley, Director of Outreach & Education  
([meg\\_bartley@nvlsp.org](mailto:meg_bartley@nvlsp.org); 202-265-8305 x110)

Location: 701 Pennsylvania Avenue, NW, Suite 131, Washington, DC 20004  
[www.vetsprobono.org](http://www.vetsprobono.org)

Description: The Veteran's Consortium Pro Bono Program has a dual mission: to recruit and train attorneys in the field of veterans' law; and to provide assistance to unrepresented appellants at the U.S. Court of Appeals for Veterans Claims.

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

Nature of Work: Volunteer opportunities are available year-round.

**Sexual Assault Legal Institute (Maryland Coalition Against Sexual Assault)**

Contact: Tiffany B. Seifert ([tseifert@mcasa.org](mailto:tseifert@mcasa.org); 301-565-2277)

Location: P.O. Box 8782, Silver Spring, MD 20907  
[www.mcasa.org](http://www.mcasa.org)

Description: SALI provides direct civil legal services for victims and survivors of sexual assault. It also provides technical assistance and training for attorneys, rape crisis and recovery center staff and volunteers, and other professionals working with survivors.

Nature of Work: Legal interns in the office provide information to victims of sexual assault and help attorneys who are working on college administration hearings, privacy issues, peace and protective orders, family law matters, employment, housing, and any other civil matter relating to sexual assault. Interns are expected to commit to work a minimum of 15 hours per week, for at least one academic semester, or 10 weeks (split summers possible) during the summer. Specific duties vary according to caseload, but generally include telephone and in-person intakes and referrals (with direct client contact), and some legal research. Interns are given the opportunity to accompany attorneys to court when possible. Other intern responsibilities may include: assisting attorneys in preparing cases for trial and/or witness interviews, helping victims to create their own safety plans, and other administrative duties as assigned.

**Washington Lawyer's Committee for Civil Rights and Urban Affairs**

Contact: Susan D. Gilbert, Director of Administration  
([Susan\\_Gilbert@washlaw.org](mailto:Susan_Gilbert@washlaw.org))

Location: 11 Dupont Circle, Suite 400, Washington, D.C. 20036  
[www.washlaw.org](http://www.washlaw.org)

Description: For almost 40 years, the Washington Lawyers' Committee for Civil Rights and Urban Affairs has worked with both individuals and groups seeking to vindicate their civil rights. The Committee has handled over 5,000 civil rights cases in employment, housing, public accommodations, prisoners' and immigrants' rights. We represent people with claims of discrimination based on race, gender, national origin, disability, age, religion, and sexual orientation. The Committee assists immigrants seeking asylum and other help. We work for education reform in the DC Public Schools. We help to protect the civil rights of DC prisoners held locally and in federal facilities across the country.

**DC AREA ORGANIZATIONS**  
**SEEKING VOLUNTEER ASSISTANCE**

Leveraging our own broad expertise in civil rights litigation with the resources of Washington, D.C.'s private bar, the Committee's litigation efforts have become

nationally known for landmark court victories, record judgments, and precedent-setting consent decrees. Our capacity to mobilize the private bar has made it possible for the Committee to provide its clients with more than 50,000 hours of quality legal representation every year.

**Nature of Work:**

Interns work directly with the Committee's attorneys. Tasks may include: interviewing and corresponding with potential clients; gathering facts from records or informants such as police or witnesses; researching legal; and tasks related to litigation such as pleadings, motions, and discovery. Interns may also do research and writing in support of legislative or public education initiatives.

We look for applicants who are committed to practicing public interest law upon graduation and have completed at least one year of law school. However, qualified 1L students will also be considered. Useful skills include legal research and writing, fluency in Spanish, French, or other foreign languages, as well as basic interviewing, note-taking, and investigative skills. Students should have at least 10 hours per week available and be able to spend part of two days a week in the office.