The Pro Bono Project

Legal Aid of East Tennessee

Application

Print Form

First Name _____ Initial _____ Last Name _____

Address _____ Phone Number _____

City _____ State _____ Zip Code _____ Fax Number _____

E-mail Address _____

OPTION 1: Direct Representation

Check each practice area in which you will consider referrals. If you are willing to provide training in that field, please check the box in the third column. You may also describe any "Restrictions on Referrals."

	Practice Area	Restrictions on Referrals	Consult
Example:	☐ **Bankruptcy - Ch 7** Check this box indicates your willingness to consider referrals of Chapter 7 cases	**Creditors Only** Indicates in this space any limitations on what types of files you will consider	☐ Check this box if you are willing to advise other volunteers

Practice Area	Restrictions on Referrals	Consult
☐ Adoption		☐
☐ Bankruptcy - Ch 7		☐
☐ Bankruptcy - Ch13		☐
☐ Business - Create		☐
☐ Business - Tax		☐
☐ Civil Rights		☐
☐ Collection Defense		☐
☐ Conservatorship		☐
☐ Consumer		☐
☐ Contracts		☐
☐ Custody / Visitation		☐
☐ Divorce		☐
☐ Drivers License		☐
☐ Education		☐
☐ Elder Law		☐
☐ Emancipation		☐
☐ Employment		☐
☐ Foreclosure Prevention		☐
☐ Identity Theft		☐
☐ Immigration		☐
☐ Insurance Coverage		☐
☐ Landlord - Tenant		☐
☐ Mediation - Family		☐
☐ Mediation - General		☐
☐ Name Change		☐
☐ Non-Profit Corp.		☐
☐ Predatory Lending		☐
☐ Probate		☐
☐ Real Property		☐
☐ Repossession		☐
☐ Social Security		☐
☐ Tax		☐
☐ Title Exam		☐
☐ VA Benefits		☐
☐ Wills		☐
☐ Worker's Comp		☐

Fee-Generating Cases: The Pro Bono Project does not ask volunteers to handle fee-generating cases on a pro bono basis. For Example, if you check "Worker's Comp," we might ask you to answer questions about Worker's Comp, and we would include your name on a referral list to provide to applicants with fee-generating cases; but we would not ask you to accept a fee-generating worker's comp case on a pro bono basis.

Counties: Indicate the counties in which you will consider referrals of litigation:

☐ Bledsoe	☐ Blount	☐ Bradley	☐ Carter	☐ Cocke	☐ Grainger	☐ Green	☐ Hamblen	☐ Hamilton
☐ Hancock	☐ Hawkins	☐ Jefferson	☐ Johnson	☐ Knox	☐ Loudon	☐ Marion	☐ McMinn	☐ Meigs
☐ Monroe	☐ Polk	☐ Rhea	☐ Sequatchie	☐ Sevier	☐ Sullivan	☐ Unicoi	☐ Washington	

OPTION 2: Limited Representation Clinics

Consult with clients about matters that can be resolved with advice rather than extended representation. *If a client's problem is not resolved at a clinic, you have no continuing obligation to the client.*

Saturday bar Clinics: General Advice - Saturdays, 9 AM to Noon

- ☐ Bristol (United Way Office) - Quarterly
- ☐ Chattanooga (St. Andrews Center) - 2nd Saturday of each Month
- ☐ Cleveland (Blythe Avenue Safe Haven) - 4th Saturday of each Month
- ☐ Knoxville (LAET Office) - 2nd and 4th Saturday of each Month

Telephone Advice: General Legal Issues

- ☐ Chattanooga Inner-City Ministries Legal Clinic
- ☐ Episcopal Metropolitan Ministry

Pro Se Divorce Clinic: Help participants complete pro se forms

☐ Bristol	☐ Chattanooga	☐ Cleveland	☐ Johnson City	☐ Kingsport
☐ Knoxville	☐ Morristown	☐ Mountain City	☐ Rogersville	

Debtor's Survival Camp: Conduct workshops instructing attendees about avoiding bankruptcy

- ☐ Knoxville (LAET Office) - 10 AM - 11:30 AM - Last Saturday of each Month

OP Clinics: Help Legal Aid clients obtain or defend Order of Protection

- ☐ Knoxville - Thursdays - 4th Circuit Court Docket
- ☐ Maryville - Thursday - General Sessions Docket
- ☐ Sevierville - Alternate Fridays - General Sessions Docket

Detainer Court Clinic: Assist Legal Aid clients in landlord-tenant litigation

- ☐ Knoxville - Tuesdays - General Sessions Court

OPTION 3: Program Service

- ☐ **A. File Review & Placement**. Interview applicants for services and assess the merits of the potential client's claim. The volunteer may decide to advise the client after the interview, accept the client for additional representation, or refer to another volunteer.
  Chattanooga: Wednesday, each week; Other offices: schedule varies
- ☐ **B. Community Education Programs.** Conduct workshops sponsored by Legal Aid for the staff and clients of Local social-service agencies.
- ☐ **C. Prepare Community education Materials.** Inform persons with limited literacy skills about their legal rights.
- ☐ **D. Prepare Training Materials** on specific legal topics for use by volunteers at Limited Representation Clinics.

Topics for Options 3(B), (C), or (D)

COMING SOON: Attorney of the Day

Pro Se litigation face challenges in representing themselves and pose challenges to court personal. We are working with court personnel in several counties to develop and Attorney of the Day Program to assist pro se litigation as well as to help the courts operate more efficiently. Initially, this project will focus on

- ☐ **Landlord-Tenant Cases.** *Example:* Inform a tenant that s/he has no defense and that s/he might be able to use mediation to seek additional time to move. Inform a landlord of notice requirements.
- ☐ **Collection Cases.** *Example:* Inform the agent for a corporate creditor that the corporation must hire a lawyer. Help a debtor fill out a Notice of Exempt Property form.

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Legal Aid of East Tennessee, INC.

Northeast Tennessee Counties	**Central East Tennessee Counties**	**Southeast Tennessee Counties**
Carte, Cocke, Grainger, Greene, Hamblen, Handcock, Hawkins, Jefferson, Johnson, Sullivan, Unicoi, Washington	*Blount, Knox, Loudon, Sevier*	*Bledsoe, Bradley, Hamilton, Marion, McMinn, Meigs, Monroe, Polk, Rhea, Sequatchie*
Carla Forney, Pro Bono Director P.O. Drawer 360 Johnson City, TN 37604 Phone (423) 928-8311 Fax (423) 928-9488 E-mail: cforney@laet.org	Terry Woods, Pro Bono Director 502 S. Gay Street, Suite 404 Knoxville, TN 37902 Phone (865) 525-3425 Fax (865) 525-1162 E-mail: twoods@laet.org	Maeghan Jones, Pro Bono Director 744 McCallie Avenue, suite 410 Chattanooga, TN 37403 Phone (423) 756-4013 Fax (423) 572-7457 E-mail: mjones@laet.org
Send E-Mail to Carla	Send E-Mail to Terry	Send E-mail to Maeghan