



Legal Aid of North West Texas

Equal Justice Volunteer Program

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With offices in Abilene, Amarillo, Brownwood, Dallas, Denton, Fort Worth, Lubbock, McKinney, Midland, Odessa, Plainview, San Angelo, Waxahachie, Wichita Falls and Weatherford - www.lanwt.org

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2009 PRO BONO "BEST PRACTICES" and "PARTNERSHIPS"

ABILENE: Volunteer attorneys had the option of returning any case they accept if the case became difficult matter or if a case required more time than the attorney could provide. In fifteen years, only four cases were returned to the Abilene Office for representation by a staff attorney. This policy ensured that the volunteer would not be stuck with a "difficult case" which made it easier to refer pro bono cases.

- Maintained the monthly Brownwood Legal Clinic.
- Referred 46 Pro Bono Cases as of September 3, 2009.
- Volunteers completed 192.43 pro bono hours as of September 1, 2009.
- Two attorney volunteers received CLE scholarships from the State Bar of Texas.
- Participated in town hall meeting on August 20th, 2009.
- Provided staff support to the Attorney General Parenting Order Legal Clinic Coordinator

AMARILLO: The pro se divorce clinic held every other month, increased service to applicants that had no children, no property, and no retirement but were eligible for legal assistance. These applicants were routinely rejected by the staff program due to being a low priority case type.

- Hosted the first law firm sponsored legal clinic in Dumas, Texas.
- Held bi-monthly Pro se Divorce Legal clinics.
- Partnered with the Amarillo Area Bar Association and attended monthly meetings.
- Became involved with the Young Lawyers Association and assisted with special events.
- Began the planning process for a fundraising event scheduled to be held on April 10, 2010.
- Organized the Pro Bono Advisory Board Fundraising Committee to provide input on upcoming fundraising events.
- Conducted outreach activities to recruit new attorneys and implemented legal education workshops in the client community.
- Held a CLE training specialty workshop as a tool for attorney recruitment.
- Worked on an implementation plan to conduct specialty clinics/workshops in 2010.
- Contacted numerous local churches, community centers, and social agencies to seek potential sponsors for workshops/clinics at their site at no cost to LANWT in 2010.
- Retained the Amarillo Area Paralegal Division to sponsor a legal clinic a year.

DALLAS: Partnering with other groups to promote pro bono. For example, DVAP collaborates the with Dallas Bar Association Family Law Section's Pro Bono Committee to sponsor the Family Law Bench Bar Conference raffle and the Nuts & Bolts Family Law two night training. At the Bench Bar Conference, family lawyers promise to take a case in exchange for being entered into a drawing for a variety of prizes. Through this effort, DVAP is able to place more difficult cases with experienced family law practitioners. The Nuts & Bolts training offers at least six hours of CLE credit and presentations by noted Dallas family lawyers.

- Supported the cooperative and collaborative efforts with the Dallas Bar Association and its specialty sections and specialty bars.



"EQUAL JUSTICE UNDER LAW"

Over 50 years of civil legal aid to the low-income community in North & West Texas



- Maintained the ongoing collaboration already in place with the Housing Crisis Center and other area legal and public service providers.
- Recruited, trained, and maintained minority and bi-lingual or multi-lingual attorneys to assist those minority and ethnic constituencies in the low-income community.
- Planned a new program model for specialty areas like estate planning, guardianship and bankruptcy to attract volunteers and support them in the delivery of civil legal services.
- Continued improving and expanding the following projects with respective community partners: estate planning, guardianship and bankruptcy.
- Hosted a Probate Symposium in cooperation with the DAYL Elder Law Committee, the DBA Pro Bono Activities Committee, and the DBA Probate Section on September 18, 2009.
- Maintained a committed and productive volunteer base by providing mentoring support and recognition opportunities for each volunteer working with DVAP.
- Raised awareness at targeted community gatherings of the services through DVAP.
- Encouraged participation by law firms of the Lend-a-Lawyer program Weil Gotshal & Manges provided another Lend-a-Lawyer in 2009 and Jones Day provided its first Lend-a-Lawyer during the fourth quarter of 2008 and a second Lend-a-Lawyer during the second quarter of 2009.
- On September 19, Michelle Alden was a panelist at the Texas Lawyers Care Pro Bono Coordinators' retreat. The panel discussed "Deferred associates: Making a program work for you."
- Held a highly successful Law Jam 2 fundraiser on August 8, raffling off another car from Sewell to benefit DVAP as part of the Equal Access to Justice Campaign in January 2010 DBA Inaugural.

DENTON: Personal contacts made to volunteer attorneys when making a pro bono case referral. This technique appeared to motivate more attorneys to accept a pro bono case referral.

- Increased attorney participation in EJV Program by eleven volunteers.
- Conducted community education seminars as follows:
 - Equal Justice Day – Feb. 18, 2009, Texas Wesleyan School of Law
 - Lewisville ISD – March 11, 2009, LISD Agency Fair
 - Senior Health and Wellness Expo – March 28, 2009, Lake Shore's Baptist Church
 - Denton ISD– May 7, 2009, Transition Agency Fair
 - Lewisville ISD – May 14, 2009, Night High School Resource Fair
 - North Central Texas Area Agency of Aging – August 22, 2009, Senior Fair
- Conducted a town hall meeting on September 3 with twenty one people from various social service agencies in the Denton area in attendance. Informed participants of our services and received feedback from them on how we could benefit their clientele. Met with Pro Bono Advisory Board once in 2009.
- Utilized Project VCR to post cases for pro bono acceptance several times with positive results.
- Opened forty-one pro bono cases in 2009. Case closures during this time period was twenty-eight
- Established a Legal Clinic in Jack County.

FORT WORTH: The "**Posting**" **Divorce Project**. All Tarrant County posting divorces are referred to the EJV Program. Pleadings are drafted by paralegal staff after meeting with client and attorney to gather more information needed to complete court documents. Private attorney Robert Roberts reviews pleadings and signs off on documents. After filing and waiting period expires, attorney schedules a court date for the uncontested docket, and does a mass prove up of two to six clients at a time.

- Continued 21 legal clinic program and recruitment of volunteers to serve as a tool to meet the need of low income communities.
- Maintained relationship with local bar associations who sponsor legal clinic and pro bono projects. Recruited a member of the Tarrant County Bar Association to serve as a representative on the Pro Bono Advisory Board.

- Continued to support the Tarrant County Bar Association's Legal Line Program by referring individuals to the advice-only service via phone and distributing legal line cards.
- Used technology to communicate and interact with the legal community, recruit attorneys and lay volunteers with a special emphasis on using email to refer cases.
- Maintained strong relationship with Texas Wesleyan Law School as a recruitment tool for clinic program; partner with pro bono attorneys; accepting pro bono cases through the law clinic; and securing site for substantive law seminars.
- Served as presenter at the 2009 Equal Justice Conference in Orlando, Florida while still serving as a member of the Executive Committee of the National Association of Pro Bono Professionals.
- Cynthia Williams, President-Tarrant County Probate Bar, extended an invitation to give recruitment speech at the Probate Bar meeting as a means to recruit members to donate pro bono hours.
- Held 2 Family Law Seminars utilized for pro bono case recruitment and staffing legal clinics:
 - > April 30 – May 1, Fort Worth. Texas Wesleyan Law School donated space and printed the training manuals
 - > July 24, Stephenville, Erath County. State Bar of Texas supplied all training material and distributed notices, all at no cost to LANWT.

LUBBOCK: West Texas Opportunities located in Seminole, Texas sponsors our Video Conference clinics. Appointments are scheduled on Wednesday afternoons. When applicants call Legal Aid of NorthWest Texas for an appointment in our geographical area (Gaines or Yoakum counties), they are referred to the Equal Justice Volunteer Program and then an appointment is scheduled for the attorney. The Video Conference equipment is set up at the West Texas Opportunities in Seminole, Texas and at the Equal Justice Volunteer Program in Lubbock, Texas. Since this project was started, the Video Conference in May of 2005 there has been roughly 82 applicants. This clinic was implemented to serve the indigent in our farthest outlying counties.

- Continued to work closely with the Lubbock County Bar Association, Specialty Bar Associations, law firms, the paralegal association and social service agencies.
- Worked with the Pro Bono Advisory Board Members to provide services at our legal clinics.
- Conducted the divorce night court clinic again in conjunction with the Texas Tech University School of Law Clinical Program with the supervision of Professor Wendy Ross and Professor Larry Spain. The Texas Tech University School of Law Clinical Program students are in charge of interviewing the applicants and getting all the necessary information to prepare their divorce petition.
- Hosted Pro Bono Awards Luncheon in conjunction with the Lubbock County Bar Association's Monthly Meeting to honor all volunteers.
- Organized the SPII/VLS Clinic in conjunction with the Student Public Interest Initiative Program (SPII), Volunteer Law Student Association (VLS) and the Family Law Society (FLS) of Texas Tech University School of Law.
- Held a Wills Clinic in conjunction with the Estate Law Society of Texas Tech University. The President of the Estate Law Society contacted the pro bono attorneys instead of using the professors at the law school. Six attorneys responded and ten individuals applied for wills.

McKINNEY: Pro bono recruitment support and recognition from the Bench. Local Judges in our counties send a "thank you" note to attorneys who accept pro bono cases. This recognition form the Bench is very appreciated by those attorney volunteers who have received them. It has proven to be a great tool to encourage attorneys to continue volunteering their time and accepting pro bono cases. It has also been a tool to encourage some attorneys to come back to volunteer with the McKinney EJVP.

- Attorney Charlie Hodges, Chair Elect, Family Law Section/Board Certified in Family Law; spoke at the 2009 Family Law Legislative Update CLE for the Hunt County attorneys on September 25.
- Made award presentations to the Pro Bono Attorney of the Year and the runner-up in all five counties served by the McKinney office.
- Helped legal aid intake clinics in all five counties served by the McKinney office.

MIDLAND: “Project VCR” (Virtual Case Referral panel) which is designed to refer cases through the email. Potential clients are screened for financial eligibility and case merit prior to placement on the referral listing. On a weekly basis, a description of eligible cases is emailed to attorneys who have agreed to participate on Project VCR referral panel. Cases are organized by case type with a brief overview of the applicant’s legal matter. If an attorney is interested in accepting the case pro bono, he or she will simply reply by email indicating the case number. Upon this notification, the EJVP Coordinator forwards an acceptance letter, client’s intake information, and other documents relevant to the case to the volunteer attorney. The primary benefit of attorneys joining Project VCR referral panel is the ability to select pro bono cases of interest while at the same time providing civil legal assistance to applicants who meet our eligibility criteria.

- Made presentation at the Evening with the Judges on November 6, 2008.
- Had article about EJVP Pro Bono Awards published in the Midland Reporter Telegram in February.
- Continued membership on the Casa de Amigos Social Service Agency Board.
- Attended the Midland Independent School District Head Start Program on March 4, 2009.
- Chosen as record keeper and speaker at the Beyond the Basics Seminar at the Equal Justice Conference held May 12-16 in Orlando, Florida. Also arranged the Dine Around activity for attendees..
- Elected President-Elect of National Association of Pro Bono Professionals.
- Spoke at the Midland LANWT Town Hall Meeting on September 3.
- Distributed the EJVP Newsletter for 2009 with regard to National Pro Bono Week. The newspaper was published and distributed to all 14 branch offices with help from the newsmakers committee.
- Spoke at the Pro Bono Coordinators Retreat at the Texas Lawyers Care in Austin on September 17.
- News story regarding the EJVP Coordinator were published in the Midland Reporter Telegram, The Legal Front and the Victim’s Informer Magazine.
- Hosted a luncheon/reception to honor private attorneys/lay volunteers during National Pro Bono Week on October 27 with a legal clinic held that evening at Casa de Amigos.

NAACP JUSTICE PROJECT: Conducted outreach community legal education workshops and distributed Spanish outreach brochures to public service providers, community groups, and community centers located in Hispanic neighborhoods.

- Became board member of the Fort Worth/Tarrant County Minority Leaders and Citizens Council. Networked with colleagues on a quarterly basis to become better informed about issues facing the communities of Tarrant County.
- Continued partnerships with Human Relations Commission and HUD in an effort to promote and expand services to applicants with discrimination issues.
- Supported the Tarrant County Bar Association’s Legalline Program by referring individuals to the advice-only service via phone and distributing legal line cards.
- Submitted Judge Clifford Davis as one of the hard working pro bono attorneys for consideration to be highlighted on the State Bar of Texas web site during the month of October.
- Judge Clifford Davis was featured in the Pro Bono “Newsmakers” as “A Hero of Pro Bono.”
- Recruited volunteer to translate English outreach brochures to Spanish in order to reach the low-income Hispanic population of what services are offered.

ODESSA: In 2009, Volunteer Registration Forms that are distributed to attorneys through an Outlook e-mail distribution list. Once attorneys respond indicating personal preferences for volunteering, they were added to a specific distribution lists by law type. This method helps in directing a potential pro bono case to the appropriate attorney panel. Since some attorneys do not have internet access in our rural counties, referrals are still made by telephone. The use of e-mail distribution lists facilitates reaching a large number of attorneys in a short amount of time, which benefits clients with upcoming hearings or deadlines. In addition utilizing email as a method of case referral, allows attorneys to continue with their regularly scheduled day rather than be interrupted by a request for pro-bono services and has been an excellent tool for promoting upcoming MCLE training events.

- Obtained lay volunteers through Odessa College who have committed to volunteer through December.
- Worked with lay volunteer Anna Bernal on numerous successful fundraising activities and will continue to work with her on impending projects.

- **Note:** PAI activities have been limited due to the Coordinator's position vacancy since 2008; therefore, pro bono participation has been somewhat restricted to addressing the immediate program requirements.

PLAINVIEW: In recruiting attorneys to accept pro bono cases rather than reduce fee referrals, it has been most effective to make personal contact with them particularly in the remote counties. Although referrals are done by using the e-mail, personal contact gets the best results. Hosting annual recognition events in collaboration with the Hale County Bar Association to honored attorneys and lay advocates for donating their time to help the client community has been very important in recruiting and retaining volunteers.

- With a generous donation from the Mayer Foundation, remodeled Plainview facility to provide an office for the coordinator.
- Utilized the generous donation from the Joachim Foundation and remodeled the existing Plainview to provide additional storage space.
- Received a generous donation from Wal-Mart Super Center to provide legal services to low-income clients in our coverage area.
- Recruited an additional member to the Advisory Board from Castro County.
- Recruited four new lay volunteers.
- Recruited fourteen new volunteer attorneys as a result of the LANWT luncheon recognizing area attorneys who have taken on pro bono or reduced fee legal cases. Recruited five new attorneys to do pro bono work and one attorney to do mediation hearings.
- Wrote an article for the Legal Front on one of the attorneys who do pro bono work Farwell County.
- Became the first branch to sign up for the American Bar Association Pro Bono Celebration week of October 25-31-2009.
- The president of the Hale County Bar Association drafted a resolution marking October 25-31-2009 Pro Bono Celebration Week.
- The mayor of Plainview drafted a resolution marking October 25-31-2009 Pro Bono Celebration Week.
- Radio station KKYN donated air time to LANWT to discuss the pro bono celebration week with the community.
- Hosted a town hall meeting in Muleshoe in Bailey County on August 20. Attendees' focused on and the legal rights of parents whose children have been expelled from school.
- Conducted a town hall meeting emphasizing family law in Littlefield in Lamb County on August 20.
- Hosted a town hall meeting emphasizing family law in Littlefield in Lamb County on August 20.
- Held a town hall meeting in Dimmitt, Castro County. Issues included public benefits, consumer issues, grandparent rights, landlord/tenant issues – i.e., getting tenants to pay, and education. Those interested in education (discrimination, home schooling, expelling students) may meet with representatives of the school to clarify these issues. and then meet with representatives of the schools.
- Presented a town hall meeting in Plainview, Hale County on identify theft. This area. Other areas of discussion were disputing credit reports, social security appeals, domestic violence cases, guardianships, and CPS. A community education program on identity theft was suggested as a result of the meeting.
- Contacted local churches, community centers, and social agencies for use of free space to co-sponsor a workshop or clinic.
- Hosted a luncheon on October 29 to commemorate Pro Bono Celebration week. Recognized area attorneys who have taken on pro bono or reduced fee cases. Professor Larry Spain-Texas Tech University School of Law was the featured guest speaker.

SAN ANGELO: Best practices in this area have been keeping attorneys informed of the changing practices within our program that affect pro bono case acceptances; assisting the private attorneys with document preparation; and rewarding them at the end of a case with a gift of appreciation for their time spent; has worked well in helping clients obtain pro bono representation. Additionally, as a follow-up method, and to provide continuous support to attorneys who accept pro bono referrals, they are contacted from time to time just to "check in" to see if they need any assistance.

- Continued to hold monthly Pro Se Divorce Clinics.
- Increased attorney involvement by word of mouth from other attorneys.
- Contacted attorneys outside our "home" area to become involved in our program by using telephone directories from the outlying areas.

- Continued AO/BS clinic in San Saba, in collaboration with the Dove Project, for victims of domestic violence until September.
- Have re-visited with some of the local attorneys to accept cases.
- Attempted to recruit attorneys through Project VCR to accept cases via the internet.

WAXAHACHIE: When attorneys accept a pro bono referral for the first time, the case information is taken to the attorney's office accompanied by two decorated goodie bags, with the coordinator's business card affixed. One bag is given to the attorney and the other is given to the paralegal/secretary. This is an effective way to get to know the attorney's support staff – those who put calls through to the attorneys. The bags contain candy, a LANWT calendar, and pen.

- Continued legal aid clinic program in Kaufman County.
- Held Wills Clinic in October 2009, at local community service agency, Ellis Christian Women's Job Corp.
- Added 2 new attorneys through personal contact, 1 private investigator by personal contact, and 2 new attorneys who also work in Dallas County and were referred to me either by a mutual contact or by e-mail referral from our Dallas office.
- Continued use of e-mail and websites to recruit attorneys, place attorneys, and interact with Community programs.
- From January 1, 2009 – August 31, 2009, we opened 75 new cases and closed 66.
 - *Currently, we have 45 open cases.*
- Attended meetings of the Ellis County Outreach Program on a quarterly basis.
- Attended meetings of Community Partnership at Texas Baptist Home on a quarterly basis.
- Served as chairperson for the June 12, 2009, EJVP Coordinators Meeting in Fort Worth, Texas.
- Attended monthly meetings of the ABWA (American Business Women's Association) at the local chapter.
- Attended Pro Bono Coordinator's Conference in Austin, Texas.

WICHITA FALLS: Contact is made to attorneys after they accept a pro bono or reduced fee referral to provide ongoing support for the duration of an opened case. Additionally incentives such as, free CLE opportunities, attorney appreciation gifts, and a personal thank you note from the Judge for each case completed by a pro bono attorney has helped to keep attorneys interested in providing services to eligible clients.

- Accepted forty priority cases in five counties and closed twenty-eight cases.
- Recruited three (3) attorneys to accept pro bono cases and staff legal clinics.
- Conducted community outreach in three of our twelve service areas. Brochures, flyers, and pamphlets were replenished in courthouses, community outreach service organizations, law enforcement facilities, and hospitals.
- Visited with each attorney in outreach counties to give them an attorney appreciation gift and to personally thank them for their continued support of our pro bono program.
- Attended three health fairs in three counties. The LANWT booth offered flyers and brochures advertising services available and explained the application process.
- Attended two local community educational outreach seminars in Wichita County. The homeless population and non-profit organizations were in attendance.

COLLABORATIONS IN 2009:

Abilene: Monthly legal clinics were held in Brownwood, Texas in conjunction with the Brown County Bar Association.

Amarillo: Information workshops were held in collaboration with the Family support Services (FSS). The FSS is an organization that assists battered individuals/families. The FSS provides their clients with information regarding LANWT's services and upcoming outreach community legal education events. The FSS provides free space as well as refreshments for workshop participants. The Domestic violence shelters have assisted by posting clinic schedules and outreach information brochures in their offices.

Denton: Denton Friends of the Family Domestic Violence Shelter refer clients to the legal aid office. This partnership has ensured that DV victims have immediate access to legal aid for assistance with civil matters.

Fort Worth: Texas Wesleyan School of Law provide law students to staff legal clinics as tool for fulfilling mandated pro bono hours, Law School Clinic accepts family law pro bono cases, provide representative to participate on the Pro Bono Advisory Board. The Law School also provided space for Family Law Seminars at no cost.

Lubbock: Texas Tech University School of Law, Clinical Program, sponsors the St. John's Legal Clinic in February and September. They provide legal services to the indigent in our community by accepting cases through LANWT. The Student Public Interest Initiative (SPII), Volunteer Law Student Association (VLSA), and the Family Law Society (FLS) sponsor a clinic on the 1st Tuesday of each month throughout the school year. Texas Tech University School of Law, Clinical program sponsors the Divorce Night Court Clinic on the 3rd Thursdays of each month during the year.

Odessa: The branch office hosts a Parenting Order Legal Clinics developed by the Office of the Attorney General and the Texas Access to Justice Foundation. In partnership with the local Office of the Attorney General, Child Support Division, a staff attorney from our office presented free clinics providing informational materials regarding possession orders. Those in attendance were allowed the opportunity to gain an understanding of conservatorship while the clinic provided an overview of possession orders and fielded questions from parents regarding visitation issues.

San Angelo: Started a new collaboration with the GateWay to Guardianship, a local organization set up to assist individuals who are reaching majority that are in need of a guardian to handle the financial affairs. Pro bono attorneys are recruited to assist with this project.

WITH THE ORGANIZED BAR ASSOCIATIONS:

Abilene: The Abilene Bar Association provides the volunteers that are members of our pro bono and reduced fee panels. The Abilene Bar Association also provides time during a regularly schedule meeting for legal aid to make a recruitment presentation and to present the annual award for the Abilene Bar's Pro Bono Attorney of the Year.

Amarillo: The Amarillo Area Bar Association Executive Director serves on the branch office Pro Bono Advisory Board. She is instrumental in posting EJVP projects, clinic schedule, and events in the Bar's monthly newsletter.

Denton: The Denton Bar Association announces LANWT clinic events and outreach activities in their monthly newsletter.

Fort Worth: Tarrant County Bar Association-Co-sponsored and supported fundraising for "Access to Justice Campaign," and will continue to support Pro Bono recognition events. Sponsors bi monthly legal line service where members staff the phones to give free legal advice. Legal Aid refers potential applicants who seek advice to this service.

FW-Tarrant County Young Lawyers Association currently contributes to Legal Aid, and co-sponsors Annual Awards Luncheon.

Other local bar associations involved with legal clinics are: Arlington Bar Association, Black Women Lawyers Association, Tarrant County Black Bar Association, Tarrant county Debtors Bar, Erath County Bar, Johnson County Bar, Mexican American Bar Association, Labor & Employment Law Section – TCBA, Northeast Tarrant County Bar, Palo Pinto County Bar, & Parker County Bar Association.

Lubbock: The annual awards luncheon is held in conjunction with the Lubbock County Bar Association's monthly meeting each year. They also provide civil legal services to the indigent in our community by accepting cases on a pro bono basis.

The following Specialty Bar Associations sponsor the St. John's Legal Clinic on the 2nd and 4th Tuesday of their assigned month:

- Lubbock County Women Lawyers Association: March
- West Texas Bankruptcy Bar Association: May
- Lubbock County Young Lawyers Association; November

Midland: The Midland County Bar Association and the Midland County Young Lawyers Association have sponsored the evening clinics held at the Casa de Amigos since 2003. Sign-Up Sheets are emailed to members asking for them volunteer at the clinics each month by the President of the Midland County Young Lawyers Association who forwards the emails to members of the Midland County Bar.

Odessa: Ector County Bar Association and the Ector County Young Lawyer Association provide volunteers for our Ector County Evening Legal Clinics. They also accept case referrals and/or offer to assist by providing mentoring services.

Plainview: The Hale County Bar Association co-sponsored the 2009 Pro Bono Celebration Awards luncheon in October 2009, which was a special event in support of the American Bar Association National Pro Bono Celebration Event. Bar members, also assist by being presenters at client centered workshops and other outreach activities hosted by the Plainview EJVP.

Waxahachie: Ellis and Kaufman counties bar associations are inactive at the current time.

Wichita Falls: The Wichita County Bar Association permitted EJVP to make announcements at monthly luncheons and offered to make time for our yearly pro bono awards ceremony.

WITH SOCIAL AND HUMAN SERVICE ORGANIZATIONS:

Abilene: Participated in a community meeting set up by the Abilene Branch Office. Participants included the director of the local domestic shelter (Noah Project), the director of the Abilene Housing Authority, the board member representing the Abilene Bar Association, the board member representing the client-counsel, a representative from the NAACP, the 326th District Court Judge (Judge Aleta Hacker) and the directors of Faith Works and Just People, 2 human service organizations in Abilene. The meeting was to determine what Legal Aid of NW TX' did or could do to help the organizations that were present.

Amarillo: Public service providers (WIC, DHS, SSA, and DV Shelters) host joint community legal education workshops in the client community. These organizations also posted clinic schedule and other outreach activities in their offices in an effort to reach more people who needed assistance provided by Legal Aid of NW TX.

Denton: The Friends of the Family domestic violence shelters of Denton and Cooke Counties referred applicants to Legal Aid of NW TX for legal aid.

Fort Worth:

- Emergency Assistance of Tarrant County – Catholic Charities offers opportunities for display and informational purposes at quarterly General Assemblies, which feature different topics affecting the low-income communities of Tarrant County.
- G.R.A.C.E. (Grapevine Relief & Community Exchange) and Cross Timbers Family Services (Stephenville) offers space for legal clinic held every other month.
- University of North Texas Health Science Center invites Legal Aid of NW TX to participate each year in its African American and Hispanic Wellness Fairs as means to distribute information about our services to low income residents of Tarrant County. However, these events may be held in schools or agency centers.
- Safe Haven of Tarrant County Agency that assist victims of domestic violence collaborate by referring victims to Legal Aid of NW TX for legal aid. Representative of Safehaven is member of EJVP pro bono advisory.

Lubbock: Legal clinics were held in conjunction with the Texas Attorney General's Office to provide general assistance to individuals in our service area.

McKinney: Social and human services organizations such as Samaritan Inn, Salvation Army, Women's Shelters all refer their client's to Legal Aid of NW TX for help. They ensure their client needing civil legal aid is aware of Legal Aid of NW TX programs.

Midland:

- Area Agency on Aging - referrals to them for senior citizens; Referrals from them for legal assistance.
- Centers for Children & Families-Referral for clients needing counseling, visitations, and exchanges of the children. Referrals from them for assistance in legal matters.
- Daybreak Nursing Facilities - Refer clients who need assistance in Will & Probate legal matters.
- Midland Fairhavens-Referral to them for abused clients who need housing and training.
- Palmer Drug Abuse Program - referrals of clients who need legal aid in Midland and Martin Counties.
- Texas Department of Health & Human Services - referral to clients needing legal aid.
- Texas Department of Adult Protective Services - referral for clients needing assistance in legal matters involving wills, probate, elder abuse.
- West Texas Opportunities-referrals to them for clients needing day care, items for children.
- Friends for Hope - referrals to them for clients, they will provide to law enforcement accompany them to medical services, take them to nearby domestic shelters, provide clothing, and most times provide them food and help with electricity and water to have deposits waived if they are victims of Domestic Violence.

Odessa:

- B'nai B'rith Permian Basin: In June of 2009, this group contributed \$3,000 to the Odessa office for use in paying for training events and training materials for members of the Odessa branch office. Thus far, these funds have provided a Texas Objections Manual for attorney use. In addition, notaries from the Odessa office attended an educational notary-training event held locally by the State Notary Commission.
- Odessa West Side Lions Club; In October of 2009, the Odessa West Side Lions Club held their Second Annual Bingo Fundraiser benefitting the Odessa Branch office. The fundraiser was a great success in raising \$3,100 for our organization. Staff members of Legal Aid attended the fundraiser to answer any questions about the organization and publicize our mission of assisting low-income clients. This \$3,100 is earmarked to pay for costs involved in Community Education Events held by the Odessa branch office of Legal Aid of NW TX. If a facility space is not donated or if a fee is required for booth rental, these funds will help pay those fees. In addition, the money can be used to purchase any supplies needed for our Community Education Events.

Plainview:

- Hale County Crisis Center- refers applicants for assistance for protective orders and divorces. A branch Staff Attorney and the EJVP Coordinator held the following workshops at the Crisis Center:
 - *August 10, 2009*, a workshop was conducted at Crisis Center of the Plains in Plain-view, Texas and the audience consisted of a women's support group. There were eleven in attendance. Assisting in the workshop was a legal services staff member who covered legal issues covered by LANWT, including consumer, landlord/tenant, wills, probate, and housing.
 - *August 31 2009*, a workshop was conducted at the Crisis Center of the Plains in Plainview and the audience was another women's support group and again there were eleven in attendance. Additional topics covered in this session were wills and child custody matters.
- Hale County District Clerk's Office refers residents for assistance with civil legal matters.
- The Methodist Church in collaboration with Legal Aid of NW TX and other public service agencies implemented a community health fair. A booth was set-up to distributed information on services available at Legal Aid of NW TX. Flyers were also distributed regarding matters pertaining to: Consumer Rights, Discrimination, Education, Employment, Family Law, Health Care, Housing, Public Benefits, Foreclosures and Entitlements. Other organizations provided food and clothing to the client community.
- Health Fair: In December 2009, a booth at the annual Holiday Health Fair in Floyd County held at Lockney Elementary School in Lockney, Texas. Approximately 400 people visited the Legal Aid of NW TX exhibition booth. Information was distributed on Legal Aid of NW TX services, crime victim assistance, directive to physicians and family surrogates, identity theft, and power of attorney.

San Angelo:

The Dove Project (in San Saba County) allowed us to do intake in their facility to assist victims of domestic violence and the Coordinator participated on the San Saba Domestic Violence Task Force that met once a month. San Saba County and McCulloch County were transferred to the new Brownwood LANWT Branch Office.

- The ICD Bridges Women's Shelter in San Angelo refers eligible applicants to Legal Aid of NW TX for assistance in various civil legal matters.
- The Texas Department of Human Services refers individuals and families to Legal Aid of NW TX for assistance.

Waxahachie:

- Genesis Center of Kaufman County – refers potential clients for intake and outreach information. This may become a scheduled event.
- ECCJ – a women's Christian job training group – met with six clients for a Wills Clinic and a volunteer attorney accepted all of the cases pro bono. Applicants completed the applications, the Coordinator drafted the documents, and the attorney met with the clients to explain and edit them pursuant to the client's wishes. After the final documents were typed, the attorney met with the clients and executed their wills.

Wichita Falls:

- Implemented a weekly advice clinic in collaboration with First Step Shelter, Inc. The shelter provided "free" space to host the clinic. The same volunteer attorney attended each weekly clinic to conduct interviews. Applications were brought to the LANWT office for staffing and placement with staff or volunteer attorneys.
- The EJVP Coordinator worked with Challenges for Women, an organization to help women of all income levels to overcome crises and help to become self-sufficient. Challenges give their clients referrals to local organizations that provide education, all types of counseling, doctor and dental care, all health issues, job searches and legal matters, Challenges also provides free emergency food, free clothing and

free transportation for job interviews. Their clients needing legal assistance must meet LANWT's eligibility requirements.

- The EJVP Coordinator participated with the North Texas Homeless Coalition to present the 3rd annual "Hope For The Holidays", an event to benefit the homeless population of Wichita County. Local organizations provided information such as help to retain personal identification, social security benefits, food stamps, housing and legal issues. Free lunch, health screenings, hats, coats, gloves, and blankets were given to all attendees. Free cellular service provided phone contact with family's long distance. The LANWT booth provided brochures and pamphlets and assisted with applications for legal services.

WITH GOVERNMENTAL AGENCIES:

Abilene: The EJVP Coordinator coordinates the Parenting Orders Legal Clinic held monthly in conjunction with the Child Support Division of the Abilene Office of the Attorney General.

Amarillo: Client-centered workshops were held with the Amarillo Police Department Victim's Assistance Program and the Office of the Attorney General. As a result of this effort, potential clients were referred to LANWT for legal assistance in civil matters. The Amarillo Justice of the Peace was recruited to conduct a workshop of landlord/tenant issues.

Denton: Conducted quarterly Pro Se Divorce Clinic at the City of Denton Martin Luther King Recreational Center. Space was donated by the city to conduct these clinics.

Fort Worth:

- The City of Fort Worth-Parks & Recreation – donates space in community and recreation centers for legal clinics.
- Fort Worth Police Department- invites LANWT to participate in local Crime Prevention and Community Health Fairs. Riverside Recreation Center also provides space for monthly POLC funded by OAG.
- Fort Worth ISD: Career Day held at various Elementary, Middle and High Schools offer opportunity speak with students about work and careers in Public Service

Lubbock: The EJVP Coordinator works with the Internal Revenue Services to provide information regarding taxes. English and Spanish flyers are distributed to potential clients at all of Lubbock's legal clinics.

McKinney: (TCOG) Texoma Council of Government's agency refers potential clients to LANWT for advice and/or representation in civil legal matters.

Midland:

- Midland County District Attorney's Office- Work together in assisting victims of domestic violence.
- Midland County District Clerk Office-Referrals to and from them with regard to Protective Orders.
- Midland County Sheriff's Office; Referrals to them for assistance against criminal behavior; Referrals from them for assistance in legal matters.
- 112th Judicial District Court-Referrals for assistance with legal matters in Reagan County.
- 118th Judicial District Court-Referrals for assistance with legal matters in Howard, Martin and Glasscock counties.
- 318th Judicial District Court-Referral from them of clients who need assistance with legal matters.

- Howard County District Attorney's Office; Referrals for assistance with Protective Orders; Referrals from them for assistance with Protective Orders and Divorces.

Odessa:

- Texas Health and Human Services Commission (HHSC): Referrals to HHSC from our office for clients interested in obtaining benefits. Referrals from HHSC to our office for clients requesting assistance with appeals.
- Social Security Administration: Referrals to Social Security Administration for clients interested in obtaining benefits. Referrals from Social Security Administration to our office for clients requesting assistance with appeals.
- District and County Attorney Offices in the counties of Andrews, Crane, Ector, Loving, Ward and Winkler - Mutual referrals to assist victims of domestic violence in obtaining protective orders. Referrals from the District and County Attorney Offices for clients interested in additional legal relief. Referrals for clients to obtain information on the status of their cases. Referrals to our office for general legal assistance.
- District and County Clerk Offices in the counties of Andrews, Crane, Ector, Loving, Ward and Winkler - Mutual referrals to assist victims of domestic violence in obtaining protective orders. Referrals from the District and County Attorney Offices for clients interested in additional legal relief. Referrals for clients to obtain information on the status of their cases. Referrals to our office for general legal assistance.
- Texas Workforce Commission - Referrals to TWC for clients requesting assistance in obtaining benefits. Referrals from TWC for clients seeking assistance with appeals. Attend Inter-Agency meetings held by TWC to share information from each of our local organizations.
- Office of the Attorney General - Referrals to OAG for clients interested in obtaining orders regarding custody and child support for their children or establishing paternity. Consult with OAG on client cases where OAG involvement is present.
- Centers for Children and Families - Referrals for clients for family counseling. Referrals to our office for general legal assistance.
- West Texas Opportunities - Referrals for clients who need assistance with childcare while working or with utility payment assistance. Referrals to our office for general legal assistance.

San Angelo:

- The Tom Green County Sheriff's Office Crisis Intervention Unit. This unit is designed to assist victims of domestic violence, rape, and mental trauma.
- The Tom Green County Coalition against Violence meets once a month and have a guest speaker who addresses the subject of violence. The EJVP Coordinator attends their monthly meetings to distribute information on legal assistance available to potential domestic violence clients.

Wichita Falls:

- The Wichita Falls Area Food Bank provides emergency food to many of LANWT clients and applicants. We provide LANWT brochures and assist their clients to complete an application for legal assistance.
- Social Security Administration works with LANWT to provide assistance needed for our clients and applicants needing personal identification or benefits.
- Section 8 housing works with LANWT to provide temporary and permanent housing for our clients and applicants needing assistance.
- The Wichita Falls Faith Mission provides immediate shelter, food and job assistance for its residents. LANWT helps with legal needs.
- The Texas Workforce Commission (TWC) helps with job search, training for new careers and applications for unemployment benefits. Many of LANWT's applicants and clients are assisted by TWC and LANWT offers assistance with legal needs.

WITH LAW FIRMS AND CLIENT-BASED COMMUNITY GROUPS:

Denton: Conducted a Town Hall meeting. Organizations represented included the Friends of the Family, City of Denton, Denton County MHMR, and Denton Housing Authority, Cumberland Presbyterian Children's Home, Safe Haven of Tarrant County as well as others. Purpose of meeting was to share information about our organization and gather input from the participants regarding their needs.

Fort Worth: Johnson County Community Services, Johnson County Head Start, Mission Granbury, Texas Neighborhood Services offers booths at community fairs to distribute information about services provided.

Lubbock: The following Law Firms and Law School sponsor the St. John's Legal Clinic on the 2nd and 4th Tuesday of their assigned month:

- McCleskey, Harriger, Brazil and Graf: January
- Texas Tech University School of Law: February
- Mullin Hoard and Brown L.L.P: July
- Crenshaw, Dupree & Milam L.L.P. August
- Texas Tech University School of Law: September
- McWhorter, Cobb & Johnson L.L.P.; October
- Craig, Terrill, Hale and Grantham; December

McKinney: Local Senior Centers and food banks team with the LANWT McKinney office to provide civil legal advice to their clients. These agencies also actively refer potential clients to LANWT for assistance.

Midland:

- Midland College Legal Assistant Program has provided legal assistant students to assist EJVP Coordinator with running evening clinics and assisting EJVP Coordinator with work at LANWT office.
- The Legal Assistance Association of the Permian Basin provides legal assistants to help interview and notarize during the evening clinics at Casa de Amigos.
- The Permian Basin Legal Secretaries Association provides legal secretaries to help interview and notarize during the evening clinics at Casa de Amigos.
- The EJVP Coordinator continued to work with SafePlace. Safe Place is a domestic violence shelter in Midland. Clients of Safe Place are always guaranteed appointment slots at Casa de Amigos/Northside Clinics.
- Stanton Community Service Organization Meetings held every other month at the Martin County Housing Authority Office. EJVP Coordinator is Vice President of the
- Attended and secured booth at Midland Independent School District (S.T.E.P.S) Parent & Student Conference. Continue to work with Midland Independent School District on referrals.

Odessa:

- Odessa College Legal Assistant Program - Odessa Managing Attorney, Dorothy Holguin, is a member of the Advisory Board for the OC Legal Assistant Program. Certain levels of the Legal Assistant Program require a 352-hour practicum to be completed by students. Our office is actively involved with the Legal Assistant program in accepting interns as volunteers while they earn school credit. Interns become a member of our staff as they participate in the intake process, observe attorney-client interviews and practice drafting legal documents. Collaboration with all of these groups helps provide more holistic solutions to clients' problems. By our office maintaining a positive working relationship with the numerous

government agencies and community organizations we are able to provide a greater level of service to our clients.

- Odessa Teen Court - Staff attorneys volunteer after hours to serve as judges in the Teen Court for juvenile criminal offenses. Following a trial, the defendant receives a sentence which includes community service hours. Our office provides community service opportunities to Teen Court offenders so that they may complete their hours by the deadline.

Plainview: Several outreach activities were conducted at the South Plains College to distribute information on services available at LANWT. Flyers are also distributed regarding matters on crime victim services, directives to physicians and family surrogates, identity theft, and powers of attorney.

Wichita Falls: Attended Health Fairs in Baylor, Knox, Wichita and Wilbarger counties. Booths from their local businesses and organizations provided information about health, government assistance programs and general area business opportunities that are available. LANWT distributed brochures and pamphlets regarding legal aid services.