

**SUMMARY OF 2008 PRO BONO ANNUAL REPORTS FOR THE
1st, 2d, 3rd, 6th, 8th, 11th and 13th Judicial Districts**

	1st	2nd	3rd
I Organization Represented Membership	<p>Hon. Raymond Z. Ortiz, Chair Celia A. Ludi Joanne Trujillo Candy Sisneros Carol Herrera Amy Propps Barbara Kazen. Carter Clary David River Debra Oliver Gini Nelson Ingrid Bekhuys Janay Haas Margret Carde Nita Taylor Philip Crump Robert Rambo Sylvia LaMar Elege Harwood</p>	<p>Hon. Clay Campbell, Chair Hon. Nan Nash Hon. Elizabeth Whitefield Hon. Frank Sedillo Carol Garner Janay Haas Marcia Lieberman Tina Sibbitt Kathleen Brockel Judith Finrock Elizabeth McGrath Rene Valdez Zachary Ives David Levin Gabe Campos Lecrecial jaramillo Jane Wishner Nita Taylor Todd Olmos</p>	<p>Hon. Fernando Macias, Chair Hon. Mike Murphy, Viice-Chair 3rd Judicial District Court</p>
II Mission Statement	<p>Ascertaining the most pressing legal needs of pro se litigants in the First Judicial District. Identifying and implementing programs and services to be offered both by court employees and by private attorneys that best address those needs.</p>	<p>To establish a local plan for improving access to justice by persons of limited means, and to strengthen the commitment of lawyers within the 2d Judicial District to satisfying the currently aspirational goal of 50 <i>pro bono</i> hours per year for each lawyer or contributing \$350 to an organization that provides legal services to persons of limited means, as set forth in NMRA 16-601.</p>	<p>To provide access to the adjudication process for persons having civil matters pending in the judicial district. To provide assistance in bringing pertinent issues before the court in accordance with the rules of civil procedure, assisting parties in the timely prosecution of the issues and to assist the parties in obtaining a complete judicial resolution, or complete resolution under the court-sponsored alternative dispute resolution program.</p>

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I Organization Represented Membership	<p>Hon. Henry R. Quintero, Chair Barbara Raif Alicia Clark Cynthia J. Patterson Amy DeLaney-Hernandez David M. Lopez Canon Stevens Hon. V. Lee Vesely Peter A. Keys Joy Goldbaum Kathleen Price Watson Janay Haas Nita Taylor</p>	<p>Hon. Sam B. Sanchez, Co-Chair Sue B. McDowell, Co-Chair Adam Baker Carol Neelley Stephen Natelson Robert Torres</p>	<p>Sarah V. Weaver, Chair Hon. Cindy Gray Hon. Karen Townsend Doug Echols Scott Curtis Susan Zellofer Brandt Thrower Emerterio Rudolfo Therese Yanan Kim Schooley Mario Chavez Christian Hatfield Maggie Carr</p>	<p>Hon. John F. Davis, Co-Chair Crystal Hyer, Co-Chair Rosalie Chavez David Gardner Bran Hays Ira Karmiol Michael Martinez Bill Mast Terrill Muller Chris Pacheco</p>
II Mission Statement	<p>To provide legal services to persons of limited resources in the Sixth Judicial District as permitted by the legal resources located in this district and, in a community wide effort, hold legal education forums for the general public in an effort to inform the public of their legal rights, direct them to legal providers and assist them in representing themselves in appropriate cases.</p>	<p>To provide comprehensive legal representation to low-income people of the Eighth Judicial District based on local priorities and to engage as many local attorneys in the program as possible in a variety of capacities, including individual representation, providing advice where appropriate and participation in clinics or other public service venues.</p>		<p>The Pro Bono Project's mission is to enhance and expand the delivery of legal services to the citizens in Sandoval County, New Mexico, who have limited means and to identify and develop "best practices", training and technical assistance to attorneys volunteering their services.</p>

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<p>III Needs Assessment and Priority Areas</p> <p><i>a. Briefly describe the process used to determine the priority legal needs of persons of limited means in the district.</i></p>	<p>Informal discussions with the seven judges in the First Judicial District as well as with court personnel and members of the Committee.</p>	<p>The Pro Bono Committee found that the needs of the 2d Judicial District are not much different than the needs announced by the statewide New Mexico Commission on Access to Justice's 2006 Report, and the May 1, 2007 Report of the Self Represented Working Group of the ATJ Commission. The 2d Judicial District is unique in terms of the resources available to address the needs of its own low income residents, as well as, potentially, the needs of low income residents statewide.</p>	<p>The court has reviewed and analyzed the pro se filings received by the court during the reporting period, and has reviewed and analyzed the cases where a filing fee indigency waiver has been requested and approved. The court has applied a very liberal policy in determining indigency for fee waiver purposes. Assistance with family related cases such as divorce, paternity, child support, custody and visitation, enforcement matters including contempt requests, and kinship guardianship matters is provided. Also, assistance in step-parent adoption matters, name change proceedings and civil disputes concerning claims for damages and equitable relief are also routinely provided. The district has a program policy which does not sort pro se litigants by financial need. The district estimates that approximately 20% of all pro se filings are made by litigants who have adequate resources to obtain private counsel, but who choose not to do so. All pro se litigants who request assistance receive it through our pro se clinic which is manned by volunteer lawyers. The pro se clinic</p> <p>provides referral information to Southern New Mexico Legal Services and to the private bar. Primarily it assists litigants in obtaining and utilizing standardized forms of pleading and provides assistance in properly completing the forms. It also provides assistance in child support calculations, including both ongoing support and arrearage matters. It also provides assistance in preparing orders dividing retirement assets and provides assistance in obtaining and processing wage withholding orders.</p> <p>The district desperately needs funding for an additional pro se coordinator. Presently the district has funding only for the Program Director, which position at the time of this report is temporarily vacant.</p>

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<p><i>b. List the priority legal needs to be addressed by the district pro bono plan.</i></p>	<p>Assistance to pro se litigants in Family Law cases in clinics where the process is explained by experienced attorneys; use of Family Court Services in the First District for mediation of parenting issues and, where necessary, formulation of recommendations to the Court on custody and timesharing matters, with fees set on a sliding fee scale; availability of forms for all areas of Family law and domestic violence at a very low cost; referral to settlement conference where appropriate, also on a sliding fee scale; use of experienced Family Law attorneys and mediators (always in pairs) to assist litigants in resolving cases just prior to scheduled hearings.</p> <p>The focus is preliminarily on Family Law and domestic violence cases since pro se litigants in these types of cases comprise the majority of cases pending in the First Judicial District Court. There is some general assistance to the public on other court-related matters in terms of providing general information. However, once programs have been established in Family Law areas, the intent is to expand the program with an additional focus on other areas of civil practice, e.g. landlord tenant, housing generally, consumer and related issues.</p>	<p>The chief resource of the 2d Judicial District is its lawyers. Some 3,700 lawyers are listed with the state Bar as using an office address in the 2d Judicial District. Multiplied by the aspirational goal of 50 pro bono hours per year for each lawyer, the lawyers of the 2d Judicial District represent some 185,000 hours of pro bono work! While the majority of these lawyers practice within the 2d Judicial District, we believe that many engage in practice throughout the state. This creates the potential opportunity for the lawyers of the 2d Judicial District to contribute to addressing the legal needs of low income residents statewide.</p> <p>In addition to its large number of lawyers, the 2d Judicial District is blessed by the presence of 13 legal services providers, including "Self Help" Division at the 2d Judicial District courthouse, "Self Help" Division at the Bernalillo County Metropolitan Courthouse, Catholic charities - Immigration, Enlace Comunitario, Legal FACS, Law Access, Lawyer Referral for the Elderly, New Mexico Legal Aid, Pegasus Legal Services, Protection and Advocacy, Resources Inc., Senior Citizens Law Office and Individual judges within the 2d Judicial District Court and the Bernalillo County Metropolitan Court.</p>	

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<p><i>b. List the priority legal needs to be addressed by the district pro bono plan.</i></p>	<p>Survey results not yet compiled; will be available by June 1, 2008.</p>	<p><u>Family Law</u>: divorces, child support enforcement, custody/visitation, parentage, guardianships. <u>Property</u>: deeds, quiet title defense, easements, foreclosure, landlord/tenant; <u>Property</u>: deeds, quiet title defense, easements, foreclosure, landlord/tenant; <u>Probate</u>: probates, wills; <u>Consumer Law</u>: fair debt collection, repossessions</p>	<p>See plan previously submitted.</p>	<p>The priority legal needs to be addressed by the district pro bono plan include: domestic relations, foreclosures, landlord/tenant, unemployment, kinship guardianship, wills and probate, consumer debt, school law issues, how to represent yourself in court and attorney representation at DV hearings.</p>

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<p><i>c. Describe the process by which "persons of limited means" will be established.</i></p>	<p>The First Judicial District Court does not at present request income information of litigants coming to our information center for assistance. Our intent is to be absolutely and completely service oriented by providing all available information to litigants in our Court. Thus, all persons who initially come to our information center for assistance are served regardless of income. Thereafter, individuals are generally served on a sliding fee scale. <u>See e.g.</u> Section III.b for a discussion of sliding fee scale services for Family Court Services.</p>	<p>Each legal services provider has its own eligibility criteria. For the purpose of establishing general district-wide criteria for determining "persons of limited means," however, the Pro Bono Committee believes that families falling below 200 percent of the Federal Poverty Guidelines probably lack sufficient disposable income to meet most of the basic legal needs set forth in the 2006 Report of the New Mexico Commission on Access to Justice.</p>	
<p><i>d. List any significant needs that the district pro bono committee is unable to address.</i></p>	<p>Programs to address the following critical issues: literacy; poverty; English proficiency; the erosion of family and cultural values; increases in drug abuse and addiction; unemployment; crime; domestic violence; loss of critical family support due to military deployment, death, incapacitation, incarceration and other loss of an immediate family member.</p>	<p>It is the belief of the Pro Bono Committee that, with proper management, encouragement and support, the resources currently available within the 2d Judicial District are sufficient to address not only the needs of the low income New Mexicans living within the District, but the needs of many low income families residing in localities in which the families' needs are not matched by available resources.</p>	

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<p><i>c. Describe the process by which "persons of limited means" will be established.</i></p>	<p>Legal Aid guidelines will be used.</p>	<p>All referrals to pro bono attorneys occur through the Taos office of NMLA. Potential clients are screened for financial eligibility and those who have incomes of 200% or less of the poverty level may be referred to a pro bono attorney if appropriate. If a potential client is not eligible under other Legal Services Corporation requirements, the client is referred to LawAccess for screening and referral to a Taos County pro bono attorney.</p>	<p>See Plan previously submitted. Please note that we acknowledge with the pro se clinics and seminars there may not be a way to ensure that only "persons of limited means" attend.</p>	<p>The district shall utilize the federal poverty guidelines and a form similar to the application for free process currently used in civil law cases.</p>
<p><i>d. List any significant needs that the district pro bono committee is unable to address.</i></p>	<p>Criminal matters; torts.</p>	<p>The Taos County Pro Bono Project has not yet been expanded to include Colfax and Union Counties. The Committee expects to include attorneys from those counties in the process and to begin to expand the program within the next 6 months.</p>	<p>As a smaller community, DNA Legal Services frequently has conflicts with people applying for services because the opposing party has been in to the office for some reason in the past. Once DNA has a conflict, they are prohibited from doing anything for the applicant for legal services, including making a referral for pro bono services or determining whether pro bono services are appropriate. We are struggling to find a way to see that this significant number of people do not go unserved.</p>	<p>The district pro bono committee is currently able to address all needs.</p>

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<p>IV Short term goals and priorities (next 6 months) to address the priority legal needs and to encourage lawyers to participate. a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means</p>	<p>1. Pairs of volunteer private attorneys and mediators are meeting with pro se litigants appearing for Show Cause hearings in Family Court to help the litigants settle their differences if possible. Order to Show cause hearings were selected since these typically involve an inordinately high number of pro se litigants. There are usually 4-6 days per month allocated largely to such hearing. As part of the process on these days, the litigants are offered the opportunity for a discussion facilitated by the attorney/mediator pairs to resolve their issues on their own. If resolution is achieved, the attorney involved prepares a Stipulated Order and accompanies the litigants into the courtroom to read the proposed settlement into the record and present the Order for approval and/or modification by the Court. If resolution is not achieved, the litigants proceed with the hearing as scheduled, on their own. The pairing of an experienced Family</p> <p>Law attorney with an experienced mediator is very important to this process since it brings very different yet complementary perspectives to the dispute resolution process.</p>	<p>The Committee developed two short term goals. The most important short term goal is to obtain an administrator for a "pool of lawyers" the Committee believes could virtually eradicate the lack of significant access to justice by persons of limited means. The second short term goal is to create law clinics for pro se litigants. 1. The lawyer Pool - Creation and administration. As envisioned by the Pro Bono Committee, the "lawyer pool" would be created over the next year. A form to be completed by volunteering lawyers has already been created by members of the Committee. Lawyers in the pool would be assigned, according to their interests, to the various legal services providers referenced above, according to the needs of the providers, and the needs of pro se litigants utilizing the providers. All members of the Pro Bono Committee would solicit lawyers to join the pool, making presentations to various local legal organizations, associations, groups and firms. The Committee believes that solicitation by members of the judiciary would be most effective, and steps are being t</p> <p>obtain such support from local judges. The Committee gave a great deal of thought and discussion to two issues related to the creation of a lawyer pool: (i) administration of the pool, and (ii) developing long term incentives for participation in the pool by lawyers.</p>	<p>To hire a replacement for our Pro Se Program director and to quickly train that individual in the skills necessary. To obtain funding for a second position to provide bilingual services directly to litigants in addition to the services they receive from the Pro Se Clinic. To expand corps of volunteer lawyers to man the volunteer clinic so that more days per month can be offered to the public. To continue our effort to recruit lawyers to prepare final decrees, withholding orders and pension division orders required in contested domestic cases where both parties are pro se and where there are not standardized forms that will suffice. To persuade these lawyers to perform these services at a greatly reduced fee or for no fee at all. To continue to research the feasibility of convincing members of the bar to provide "bundle services" at a greatly reduced fee for those persons who have been determined by the court to be truly indigent.</p>

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<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>	<p>2. Volunteer private attorneys present free monthly Pro Se Family Law Clinics at which attendees may obtain general information regarding the law and procedures in divorce and parentage cases. In 2007, approximately 44 people attended the Clinics. Attendance has risen steadily every month. Consideration is being given to expanding the clinics to include domestic violence matters as well as enforcement issues (typically failure to pay child support for failure to abide by a parenting plan).</p>	<p>The threshold matter addressed by the Committee is administration of the lawyer pool. Some central administrator must oversee the lawyer pool in order for the resources represented by the pool to be marshaled efficiently and effectively. Without an administrator for the pool, the lawyer pool simply cannot exist. Volunteer lawyers would be solicited, but their assignments would be chaotic without central administration. Members of the Committee spent a significant amount of time researching alternatives and available funding for administration of the lawyer pool, with the hope of resolving the issue during the next 6 months so that active solicitation of volunteer lawyers can begin in mid-2008. The diversity of eligibility criteria, funding limitations, and competition for resources among the various local legal services providers precludes any one provider from administering the pool.</p>	

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<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>	<p>3. Private attorneys offer free ½ hour consultations by vouchers obtained by pro se Family Law litigants who attend the Pro Se Family Law Clinics. In 2007, 44 vouchers were distributed and 17 were redeemed.</p>	<p>The consensus of the 2d Judicial District Pro Bono Committee is that administration of the pool by the state Bar makes the most sense. First, because of the sheer number of lawyers in Bernalillo County and the presence of such a large number of legal services providers, the lawyer pool in Bernalillo County could be managed to benefit persons of limited means statewide. A central administrator with a statewide presence – i.e., the state Bar – could best maximize the pool's potential for statewide benefits. Second, administration by the state Bar would dovetail nicely into the need to provide lawyers with long-term incentives to participate in the pool and also with the need for funding for an administrator for the pool. If, for example, the state Bar can be convinced to provide Continuing Legal Education credits for pro bono work performed by lawyers in the lawyer pool, the gains of the Pro Bono Committee can be expected to be much longer lasting. More lawyers will volunteer and the rate of volunteerism would be expected to stay consistent over a long period of time.</p>	
<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>		<p>Furthermore, the Pro Bono Committee notes that the revenue garnered by the Bar (\$1 per CLE hour granted, according to the Bar's current practice) could be used in part to fund the administration of the pool of lawyers discussed above, as well as directly benefit the legal services providers in the District, and likely yield additional funds to be spent at the discretion of the state Bar. The funds raised by the CLE credits granted would directly reflect the commitment of local lawyers to provide pro bono services, which in turn would directly reflect the need for a central administrator paid from those very funds. While members of the judiciary and the statewide access to justice to persons of limited means.</p>	

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<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>		<p>The second immediate issue discussed was the creation of long-term incentives for lasting participation in the lawyer pool. It is the firm belief of the Pro Bono Committee that unless means are found by which the interest of lawyers is directly and permanently bound to the issue of pro bono work, any efforts to encourage lawyers to participate in addressing the needs of low income residents will result only in short term gains.</p> <p>While members of the judiciary and the Pro Bono Committee can be counted upon to actively and energetically solicit lawyer volunteers throughout the local bar, unless strong incentives exist for continual pro bono support from lawyers, the Committee's efforts are likely to yield only short term increases in attorney volunteers. A short term spike in interest among the legal community would be expected, with a likely drop-off as the novelty of the approach of the Pro Bono Committee wanes. Such short term gains could actually do long term harm to the efforts at increasing significant access to justice by persons of limited means, because legal services providers would expand their services to match the short term additional resources of volunteer lawyers, only later to likely face cutting programs in light of the vacuum created when the short term gains dissolve. By utilizing the resources of the state Bar, and by encouraging the state Bar to provide CLE credits to volunteer lawyers, a large lawyer pool can be created that is efficiently administered and which .</p> <p>increases significant statewide access to justice to persons of limited means</p>	

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<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>	<p>4. Private attorneys who qualify by way of training and experience also volunteer to be part of our settlement panel. Cases are assigned to settlement conference either on request of either party or directly by the Court without request. In cases referred to settlement conference, there is a clear mechanism for litigants to rate their satisfaction with the process as well as with the particular settlement referee.</p> <p>Judge Ortiz in Family Court uses a so-called unified Rule 16b Scheduling Orders that establishes a referral to settlement conference along with establishing deadlines for discovery, filing of motions, exchange of witness and exhibit lists as well as setting a trial date. Attorneys generally receive a fee from litigants for the typical half-day settlement conference that is typically far below the hourly fee that would typically be charged. However, attorneys do at times conduct settlement conferences without charging a fee.</p> <p>The cases typically assigned to the attorney settlement conference panel include those where litigants have counsel. Where an attorney settlement referee indicates a willingness to handle cases where there is a pro se litigant on one or both sides, these types of cases will be assigned to that particular settlement referee.</p>	<p>B. The Pro Se Clinics. The clinics for pro se litigants are described as follows: i. District Court: Conduct Domestic Relations and Civil "nuts and bolts" clinics for pro se litigants. Use volunteer attorneys to conduct the clinics. The clinics would be videotaped and a DVD of the clinics could then be made available through the Self Help Division to future unrepresented litigants. Volunteers have been obtained for the Civil "nuts and bolts" clinic, but the specific areas to be addressed and presentation date(s) have not yet been set. The program(s) for Domestic Relations clinics are in the works. Both clinics are expected to be completed within the next 6 months; ii. Metropolitan Court : Create a "nuts and bolts" video for pro se litigations to view before they file a complaint. Work on this project is underway and is expected to be completed within the next 6 months.</p>	

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<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>	<p>5. Similar to item #4 above, private non-attorney mediators in the Santa Fe area are also part of a settlement conference panel. This is an evolving portion of the First District approach. Cases will be assigned to settlement conference with a mediator in the same way as cases are assigned to attorney settlement referees, except that preference will be given to cases where there is an attorney on one side of the case or where there are pro se litigants on both sides of a case.</p> <p>6. The Committee has considered having volunteer attorneys donate time to pro se litigants for one-on-one sessions at the courthouse. This has been tried previously with only extremely limited positive results. Generally, pro se litigants have not in the past presented themselves during the scheduled pro se group times resulting in significant frustration for the attorneys who had volunteered their time. A possible change could be establishing specific appointment times for each pro se litigant and pairing that litigant with a volunteer attorney at the courthouse for an appointment that has been scheduled in advance. This revised approach may be tried if the redemption of vouchers discussed in item #3 above materially increases, thereby suggesting an increasing need for such one-on-one consultation.</p>		

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<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>	<p>7. Continuing Legal Education seminars are being organized by members of the Committee. These seminars will be on various Family Law topics and will be presented through the State Bar and/or the First Judicial District Bar Association. The intent here is to make the recorded presentations available (including written materials) not only for CLE credit but as an aid to attorneys who are contemplating some pro bono service and do not feel they are sufficiently experienced in a particular Family Law area.</p> <p>The legal aid office in Santa Fe has also volunteered to train inexperienced attorneys in selected Family Law matters as a means of encouraging participation in the Committee's activities. However, the limitation here is that due to severe limitations in funding, the Santa Fe office is significantly understaffed and has extreme difficulty meeting the needs of those who qualify for its services. Thus, any time devoted to training could significantly undercut the required time necessary to prepare and present cases of its clients.</p>		

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<p><i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i></p>	<p>An intern from UNM Law School was recently brought in (for academic credit) to assist Judge Ortiz in Family Court, especially with the high number of pro se cases in that court. At present, the intern is assisting the Court, primarily by producing draft orders arising from hearings in cases where there are pro se litigants on both sides. If the experience is productive, consideration will be given to extending this into the future, to the extent there are law student interns interested in Family Law who otherwise meet Family Court's high academic requirements and are willing to be assigned to the First District Court.</p> <p>In cases where a litigant is either represented by a legal aid provider or an attorney on a pro bono basis, fee waivers are typically granted.</p> <p>As a last resort, if the combination of the above measures does not adequately address the emerging crisis presented by the burgeoning numbers of pro se litigants, consideration is being given to assigning 1-2 pro bono cases per year to attorneys who have made an appearance in Family Court.</p>		

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	6th	8th	11th	13th
<i>a. Briefly describe the plan to utilize voluntary pro bono attorney resources to address priority legal needs of persons of limited means.(cont)</i>				

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	1st	2nd	3rd
<p><i>b. Briefly describe the plan to encourage more lawyers in the district to provide voluntary pro bono service and/or contribute to a civil legal aid organization.</i></p>	<p>Attorneys are personally contacted by a judge or Committee member other court personnel to inform them of the opportunities for pro bono service and are requested to participate.</p>		
<p>V LONG TERM GOALS AND OBJECTIVES (NEXT 2 YEARS) TO ADDRESS PRIORITY LEGAL NEEDS AND TO ENCOURAGE LAWYERS TO PARTICIPATE</p>	<p>Continue and expand the programs described in Section IV.a. Offer the Pro Se Family Law Clinics twice monthly, and add a once-monthly Clinic in Spanish, which would entail the recruitment of experienced Family Law practitioners who are fluent in Spanish. Offer clinics for domestic violence as well as enforcement matters (relating to child support and parenting plan issues).</p>	<p>Until funding can be obtained for central administration of a pool of lawyers, the pool of lawyers discussed above cannot be created. In the meantime, the Pro Bono Committee will continue to work through the issues implicit in creating and maintaining a pool of volunteer lawyers to fulfill the Mission Statement set forth above, and to identify the tasks necessary to creating and maintaining such a pool of lawyers. Reflecting extensive discussions among the Committee members, set forth below are some of the issues and tasks:</p>	<p>We have not yet developed a plan, and are currently investigating alternatives which might be implemented.</p>
<p><i>a. Briefly describe the plan to develop activities and programs to expand the utilization of voluntary pro bono attorney resources to address the civil legal needs of persons of limited means in the district.</i></p>	<p>In addition to the foregoing, active and consistent steps are being taken to significantly increase the size of the new area where pro se litigants may obtain information and assistance. Plans are now being developed for the new courthouse in the First Judicial District that include an entirely new and separate area on the first floor for a customer service/litigation assistance center.</p>	<p>A. Create a form to be filled out by volunteering attorneys indicating, among other things, (a) years of practice, (b) areas of practice, and (c) preferred task for which the lawyer wishes to volunteer – e.g. , conducting pro se “CLE” programs or clinics; sitting at the courthouse booths and answering questions of pro se litigants; assisting existing service providers; directly representing or assisting in an advisory capacity pro se litigants on assignment from presiding judges. The task of creating a form has already been accomplished, and a draft form is attached to this report. The draft form is, however, subject to possible further modification as plans for the lawyer pool solidify and the implementation phase of the pool begins.</p>	

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<p><i>b. Briefly describe the plan to encourage more lawyers in the district to provide voluntary pro bono service and/or contribute to a civil legal aid organization.</i></p>	<p>We expect counsel in the Sixth Judicial district to participate in one form or another. If in private practice we expect counsel to provide counsel on, at least, work requiring no litigation. If counsel is employed by a government agency, we expect those counsel to provide educational support in public interest forums (e.g., consumer rights, will preparation, guardianships, etc.)</p>	<p>The District Court sent a follow-up letter to all attorneys who failed to respond to the original request. The newly responding attorneys will be added to the pro bono attorney list. Committee members will make personal telephone calls to any attorneys who still fail to respond to the list in order to engage their participation.</p>	<p>We have already met with local lawyers at the local bar meeting to advise them of our Plan and ask for their assistance. Many of the local lawyers are already assisting the Committee in implementing the Plan. To the knowledge of the Committee chair, no lawyer in this district has turned down a request for help.</p>	<p>The plan to encourage more lawyers in the district to provide voluntary pro bono service and/or contribute to a civil legal aid organization includes the following: determining whether the district can provide malpractice insurance covering pro bono activities, free CLEs for pro bono attorneys where said attorneys can learn about areas of law that they don't generally practice in but are heavily utilized by pro se litigants, allow peer mentoring as a pro bono activity, and the district will generate an annual report for every attorney of the pro bono hours they contributed to the district.</p>
<p>V LONG TERM GOALS AND OBJECTIVES (NEXT 2 YEARS) TO ADDRESS PRIORITY LEGAL NEEDS AND TO ENCOURAGE LAWYERS TO PARTICIPATE</p> <p><i>a. Briefly describe the plan to develop activities and programs to expand the utilization of voluntary pro bono attorney resources to address the civil legal needs of persons of limited means in the district.</i></p>	<p>With a combination of hours of legal services or hours in public forums on legal issues, we expect the public to either: 1) receive legal services not involving extensive litigation; or 2) be educated on their legal rights; or 3) be informed as to how and where to obtain counsel to be paid by contingency fee agreements or by the statutory fee provisions such as those in consumer protection statutes.</p>	<p>Once the referral system for individual cases is fully established in all counties within the Eighth Judicial District, the TCPBC will assess the need and capacity for other means of representation or provision of legal services such as creating clinics or seminars/classes for addressing individual legal problems in a group setting.</p>	<p>See Plan previously submitted</p>	<p>At this time the district has not developed long term goals. Instead, the district seeks to implement its short term goals, gather information from their implementation and then utilize this information to plan for the future. Moreover, the district is cognizant that the short term goals stated supra may well become long term goals as the ease/difficulty of implementation becomes a reality.</p>

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	1st	2nd	3rd
<p>a. Briefly describe the plan to develop activities and programs to expand the utilization of voluntary pro bono attorney resources to address the civil legal needs of persons of limited means in the district.(cont)</p>	<p>The new center will be at least five times as large as the current area devoted to pro se litigants. The new center will be more efficient in terms of overall layout as well as availability of resources. The center will be staffed by more court personnel and will have more resources (e.g. computers loaded with Court-approved forms and child support guideline software) than are currently available.</p>	<p>B. Create an exhaustive list of all possible sources for lawyer, paralegal and legal assistant volunteers, with proposals for approaching those sources for volunteer lawyers, paralegals and legal assistants.</p> <p>C. Create a marketing plan, with "talking points," and then contact legal organizations, associations, groups and firms to encourage lawyers' participation in the lawyer pool specifically and pro bono activities generally. The starting point to the marketing plan would be active use and distribution of the "Call to Action" video produced by the statewide Access to Justice Committee, incorporated into presentations by legal services providers and members of the judiciary.</p> <p>D. Create incentives to encourage attorneys to volunteer, such as fully exhausting all efforts toward obtaining CLE credits for attorneys who volunteer to provide <i>pro bono</i> services, and further explore other incentives, such as annual awards ceremonies and judicial recognition ceremonies for participating lawyers and firms.</p> <p>E. Create CLE training for volunteer lawyers in areas outside their usual practice, such as family law, housing, health access, consumer problems, obtaining social benefits, and education and employment issues.</p> <p>F. Create a plan to utilize paralegals and legal assistants, using the "lawyer pool" as a model, but modified to address differences among the professions.</p> <p>G. Address obstacles to creation of lawyer pool : funding for administration of the pool; competency of volunteers; malpractice insurance; obtaining long-lasting incentives for participation in the pool; others as identified during the course of creating and implementing the pool.</p>	

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	6th	8th	11th	13th
<p><i>a. Briefly describe the plan to develop activities and programs to expnd the utilization of voluntary pro bono attorney resources to address the civil legal needs of persons of limited means in the district.(cont)</i></p>				

**SUMMARY OF 2008 PRO BONO ANNUAL REPORTS FOR THE
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	1st	2nd	3rd
<p><i>b. Briefly describe the plan to address obstacles to voluntary pro bono service by lawyers in the district and describe long-term recruitment plans.</i></p>	<p>Many private attorneys in the First Judicial District are solo practitioners, or are members of very small firms and cannot afford to take on complete representation of pro bono clients. Unbundling of legal services is key to increasing pro bono service by these attorneys. To the extent permitted by the Supreme Court, the Committee will continue its efforts to identify ways for attorneys to provide limited services to pro bono clients. Because the First District has a relatively small experienced Family Law bar, personal contact is the most effective way to recruit attorney volunteers.</p>		
<p>VI RESOURCES COMMITTED BY THE DISTRICT PRO BONO COMMITTEE PARTICIPANTS</p>			

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	6th	8th	11th	13th
<p><i>b. Briefly describe the plan to address obstacles to voluntary pro bono service by lawyers in the district and describe long-term recruitment plans.</i></p>	<p>This District has few attorneys; small number of practitioners.</p>	<p>NMLA, LawAccess and the co-chairs of the TCPBC have committed to working together to assure that voluntary attorneys are not overburdened with referrals and that the referrals are spread out among the volunteering attorneys on an equitable basis. After the program has been functioning for a period of time, the TCPBC plans to send out questionnaires seeking feedback from the participating attorneys and to make adjustments in the program as necessary. NMLA has indicated a willingness to provide training to the volunteering attorneys in areas of practice with which private attorneys may not be familiar. Each attorney to which a pro bono case is referred is sent a form seeking training requests and comments. This form was provided by NMLA. The TCPBC will continue to seek</p>	<p>We will ask local lawyers when assistance is needed. DNA Legal Services will have our list of local lawyers at its disposal when assistance is needed. For example, DNA Legal Services and CSED have met, and have established a direct liaison/contact to mutually assist each other on Child Support establishment and enforcement. It is the opinion of the Committee chair, that so long as the Committee remains organized and keeps the requests for assistance reasonable, we do not anticipate refusals from the private attorneys.</p>	
<p>VI RESOURCES COMMITTED BY THE DISTRICT PRO BONO COMMITTEE PARTICIPANTS</p>				

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	1st	2nd	3rd
<p><i>a. List the participant and nature of resources committed to the district voluntary pro bono attorney plan by all legal assistance providers that are to participate in the district pro bono plan and provide coordination and administrative support to pro bono attorneys in the district.</i></p>	<p>The First District's Court Constituent Services Division (CCSD) provides an ADR Program and Pro Se Services. CCSD coordinates the Pro Se Family Law Clinics and the voucher program, recruits the participating attorneys, and provides administrative support.</p>		<p>Pro bono participants. Southern New Mexico Legal Services has 2 lawyers who can and will provide some services to some pro se litigants. Ethically, they can only provide services to one side in a domestic matter. They endeavor to provide drafting services to both sides where all issues have been resolved by the parties, who will then appear pro se for any hearings. The court has an extensive mediation program which generates most of the parenting plans submitted by the pro se litigants. The cost is very moderate and is based upon a sliding fee scale. The court has also established a parenting education class which is offered at no charge to pro se litigants. The TCAA's of the two judges assigned to the domestic docket provide limited assistance to Pro se litigants on a daily basis through telephone contact. The assistance provided relates to status of the case, court procedures and scheduling matters. The district estimates that there were approximately 2,600 such telephone contacts during the reporting period.</p>

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<p><i>a. List the participant and nature of resources committed to the district voluntary pro bono attorney plan by all legal assistance providers that are to participate in the district pro bono plan and provide coordination and administrative support to pro bono attorneys in the district.</i></p>	<p>Legal Aid of New Mexico committed local attorneys to both guide the Pro Bono Project and to be the screening agent.</p>	<p><u>NMLA Taos office</u>: all referrals are funneled through this office. If eligible, the client is referred to a pro bono attorney. Attached is the outline of the referral process.</p> <p><u>TCPBC</u>: The Committee decided on the form of the project, created the questionnaire for the attorneys, the follow-up for increasing attorney participation in the system and the forms for the referral system. The Committee will continue to work to adjust the system where necessary and to involve the other two counties. The chair will keep an updated list of all referrals to be provided by NMLA on a quarterly basis. <u>LawAccess</u>: referrals of financially eligible individuals who do not otherwise qualify for Legal Aid representation will be made to pro bono attorneys. NMLA will provide LawAccess with a current pro bono attorney list indicating which attorneys have already</p> <p>received referrals. NMLA Statewide Program: provide training to pro bono attorneys and forms concerning referrals. NMLA is also working on a statewide pro bono referral system and is coordinating its efforts with the TCPBC. New Mexico State Bar: The Pro Bono Coordinator for Access to Justice has been, and is anticipated to continue to be, instrumental in coordinating all the various participants in order to create the Taos County Pro Bono Project and to keep it on track.</p>	<p>See Plan previously submitted</p>	<p>The Court itself, through its staff attorney, will provide coordination and administrative support to pro bono attorneys in the district.</p>

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<p><i>a. List the participant and nature of resources committed to the district voluntary pro bono attorney plan by all legal assistance providers that are to participate in the district pro bono plan and provide coordination and administrative support to pro bono attorneys in the district.(cont)</i></p>	<p>CCSD also has recently established a self-help center in the courthouse where pro se litigants and members of the general public may obtain forms and information. From March 13, 2007 (when the gathering of statistics was instituted) until Dec. 31, 2007, the SHC staff sold 490 divorce forms packets and 171 parentage forms packets at \$5.00 each and provided 4,185 miscellaneous free forms. Staff in the SHC responded to 209 requests for help in completing various forms; reviewed documents for 86 persons; answered 1,843 procedural questions, answered 1,502 miscellaneous inquiries and 2,142 requests for general directions. Beginning in July 2007 SHC staff also set hearing dates for interim income allocation of income and expenses in 271 cases.</p> <p>The focus of the data for Family Court Services is on cases referred rather than on the number of requests for information and related responses to such inquiries. The number of cases addressed by Family Court Services in 2007 was 1,277, all on a sliding fee scale. Since the cases addressed by Family Court Services involve parenting disputes, at a minimum the number of individuals served in each case would be the two parents and at least one child. Accordingly, the number of individuals served was at least 3,830. Note that this is a conservative estimate since in some cases there are several children and there is a broader inquiry into the family system involving some extended family members, e.g. grandparents, aunts, uncles, etc.</p>		

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<p><i>a. List the participant and nature of resources committed to the district voluntary pro bono attorney plan by all legal assistance providers that are to participate in the district pro bono plan and provide coordination and administrative support to pro bono attorneys in the district.(cont)</i></p>				

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	1st	2nd	3rd
<p><i>a. List the participant and nature of resources committed to the district voluntary pro bono attorney plan by all legal assistance providers that are to participate in the district pro bono plan and provide coordination and administrative support to pro bono attorneys in the district.(cont)</i></p>	<p>The ADR Program maintains a list of qualified attorneys with mediation training who are referred cases for settlement facilitation. All the attorneys on the list have agreed that for every five paid cases they are referred, they will provide free settlement facilitation in one case. The settlement facilitators will be offered the opportunity to volunteer with the Show Cause hearing preparation program in lieu of individual case facilitation. See Section IV.a.1 and 4 above for additional discussion on these issues.</p>		
<p><i>b. Where more than one legal aid provider organization exists within the district, describe the plan for cooperation and coordination that avoids duplication among such providers.</i></p>	<p>Not Applicable.</p>		

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<p><i>a. List the participant and nature of resources committed to the district voluntary pro bono attorney plan by all legal assistance providers that are to participate in the district pro bono plan and provide coordination and administrative support to pro bono attorneys in the district.(cont)</i></p>				
<p><i>b. Where more than one legal aid provider organization exists within the district, describe the plan for cooperation and coordination that avoids duplication among such providers.</i></p>	<p>Not applicable.</p>	<p>Not Applicable.</p>	<p>There are numerous legal aid provider organization existing within the district. These providers have specific areas of law in which they are involved including guardianship issues, landlord/tenant issues, wills and probate issues, DV issues, etc. These providers will be tapped to provide pro bono services in these described areas creating cooperation and coordination that avoids duplication among such providers.</p>	

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VII SUPPORT FOR PRO BONO ACTIVITIES			
<i>A. In implementing the district pro bono plan, the following support services are available (check all available)</i>			
1. Providing intake, screening and referral of prospective clients.	Yes		Yes
2. Matching cases with individual attorney expertise, including establishment of specialized panels.	Yes		
3. Providing resources for litigation and out-of-pocket expenses for pro bono cases.	Yes		
4. Providing legal education and training for pro bono attorneys in specialized areas of law useful in providing pro bono legal services.	Yes		Yes
5. Providing the availability of consultation with attorneys who have expertise in areas of law with respect to which a volunteer lawyer is providing pro bono legal service	Yes		Yes
6. Providing malpractice insurance for volunteer pro bono lawyers with respect to their pro bono legal service.	No		

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VII SUPPORT FOR PRO BONO ACTIVITIES				
<i>A. In implementing the district pro bono plan, the following support services are available (check all available)</i>				
1. Providing intake, screening and referral of prospective clients.	Yes	Yes	Yes	Yes
2. Matching cases with individual attorney expertise, including establishment of specialized panels.	Yes	Yes		Yes
3. Providing resources for litigation and out-of-pocket expenses for pro bono cases.		Yes	Yes. We can provide resources through VLP referrals through litigation fund.	
4. Providing legal education and training for pro bono attorneys in specialized areas of law useful in providing pro bono legal services.	Yes	Yes	Yes	Yes
5. Providing the availability of consultation with attorneys who have expertise in areas of law with respect to which a volunteer lawyer is providing pro bono legal service			Yes	Yes
6. Providing malpractice insurance for volunteer pro bono lawyers with respect to their pro bono legal service.		Yes	Yes. We were hoping the State Bar would do that for the non-VLP referrals. Malpractice coverage is available for attorneys receiving pro bono referrals through DNA's Volunteer Lawyer Program. However, this only takes care of a portion of the concern. There is Iso concern about malpractice insurance companies recognizing the apropriateness of unbundled legal services.	Yes

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<p><i>A. In implementing the district pro bono plan, the following support services are available (check all available)</i></p> <p>7. Establishing procedures to ensure adequate monitoring and follow-up for assigned cases and to measure client satisfaction.</p> <p>8. Recognizing pro bono legal service by lawyers.</p> <p>9. Other.</p>	<p>Yes</p> <p>No</p>		
<p><i>b. Describe any other significant services being provided for pro bono activities</i></p>	<p>See Subsections IV.a.1-10, as well as Sections V and VI.a for a detailed discussion.</p> <p>None besides those described in Subsections IV.a.1-10 as well as Sections V and VI.a.</p>		

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	6th	8th	11th	13th
<p>A. In implementing the district pro bono plan, the following support services are available (check all available)</p> <p>7. Establishing procedures to ensure adequate monitoring and follow-up for assigned cases and to measure client satisfaction.</p> <p>8. Recognizing pro bono legal service by lawyers.</p> <p>9. Other.</p>	Yes	Yes	Yes	Yes
<p>b. Describe any other significant services being provided for pro bono activities</p>	To be determined by Committee.		See plan previously submitted.	The 13 th Judicial District currently holds court clinics in each of the three counties of the district. The purpose of the clinics is for a pro se litigant to meet with a volunteer pro bono lawyer and discuss their legal options available as well as discuss the legal process and work on legal forms.

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VIII PRO BONO SERVICE OPPORTUNITIES			
<i>a. The district pro bono plan offers the following opportunities through which lawyers can participate in providing pro bono legal service to persons of limited means:</i>			
1. Representing clients through case referral.	Yes		Yes
2. Interviewing prospective clients	No		Yes
3. Acting as co-counsel on cases or matters with legal aid providers and other pro bono lawyers.	No		
4. Providing consultation services to legal aid providers for case reviews and evaluations.	No		
5. Providing unbundled services.	Yes		Yes
6. Providing pro se assistance	Yes		Yes
7. Participating in policy, systemic advocacy, and activities which improve the law and the legal system.	Yes		Yes
8. Providing training to staff of legal aid providers and other pro bono attorneys	No		Yes
9. Making presentations to groups of persons of limited means regarding their rights and obligations under the law.	Yes		Yes
10. Providing legal research	Yes		

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	6th	8th	11th	13th
VIII PRO BONO SERVICE OPPORTUNITIES				
<i>a. The district pro bono plan offers the following opportunities through which lawyers can participate in providing pro bono legal service to persons of limited means:</i>				
1. Representing clients through case referral.	Yes	Yes	Yes	Yes
2. Interviewing prospective clients	Yes		Yes	Yes
3. Acting as co-counsel on cases or matters with legal aid providers and other pro bono lawyers.	Yes	Yes	Yes	Yes
4. Providing consultation services to legal aid providers for case reviews and evaluations.	Yes		Yes	
5. Providing unbundled services.	Yes	Yes	Yes	Yes
6. Providing pro se assistance		Yes	Yes	Yes
7. Participating in policy, systemic advocacy, and activities which improve the law and the legal system.	Yes		Yes	Yes
8. Providing training to staff of legal aid providers and other pro bono attorneys			Yes	Yes
9. Making presentations to groups of persons of limited means regarding their rights and obligations under the law.	Yes		Yes	Yes
10. Providing legal research				

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<p><i>a. The district pro bono plan offers the following opportunities through which lawyers can participate in providing pro bono legal service to persons of limited means (cont.):</i></p> <p>11. Providing guardian ad litem services.</p> <p>12. Providing mentoring to law students and new lawyers.</p> <p>13. Providing public education.</p> <p>14. Providing assistance in the formation and operation of legal entities for groups of persons of limited means.</p> <p>15. Participating in Bar committees or on boards of pro bono committees or legal service programs.</p> <p>16. Serving as a mediator or arbitrator at no fee to the client-eligible party.</p>	No		
	Yes		
	Yes		
	No		
	Yes		Yes
	Yes		
<p><i>b. List other pro bono service opportunities provided under the district pro bono plan</i></p>	<p><u>See</u> in particular Subsections IV.a.1-10 as well as Sections V and VI.a.</p>		None

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<i>a. The district pro bono plan offers the following opportunities through which lawyers can participate in providing pro bono legal service to persons of limited means (cont.):</i>				
11. Providing guardian ad litem services.	Yes	Yes		
12. Providing mentoring to law students and new lawyers.	Yes		Yes	Yes
13. Providing public education.	Yes		Yes	Yes
14. Providing assistance in the formation and operation of legal entities for groups of persons of limited means.	Yes	Yes		
15. Participating in Bar committees or on boards of pro bono committees or legal service programs.	Yes	Yes	Yes	Yes
16. Serving as a mediator or arbitrator at no fee to the client-eligible party.	Yes	Yes	Yes	Yes
<i>b. List other pro bono service opportunities provided under the district pro bono plan</i>	Not applicable.	No other services are available at this time.	See plan previously submitted.	Attorneys may participate in the court clinics held twice a month in each county where they meet with the public to discuss a person's legal issue.

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<p><i>c. Describe the activities that encourage the division of responsibility of pro bono activities among the courts, the local bar association, the private bar, legal aid providers and the public</i></p>	<p>See in particular Subsections IV.a.1-10 as well as Sections V and VI.a.</p>		<p>None</p>
<p><i>d. Describe the activities under the pro bono plan designed to encourage lawyers who cannot or do not choose to contribute their time to pro bono legal service to persons of limited means to make monetary contributions in order to satisfy their pro bono professional responsibility:</i></p>	<p>None at the present time.</p>		<p>None at this time. Under consideration.</p>

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	6th	8th	11th	13th
<p><i>c. Describe the activities that encourage the division of responsibility of pro bono activities among the courts, the local bar association, the private bar, legal aid providers and the public</i></p>	<p>See above.</p>	<p>The TCPBC is made up of private attorneys, legal aid providers and the Chief District Court Judge. In addition, the co-chair of the committee has participated in meetings with LawAccess, representatives of the State Bar and Legal Aid lawyers, regional director and pro bono coordinator to determine the best way to implement the Taos County Pro Bono Project. The local Legal Aid office is performing the screening, referral and follow-up services for the program. LawAccess will make referrals when cases do not fulfill Legal Aid eligibility requirements, other than financial. The co-chair of the TCPBC has created the list of participating attorneys and will maintain records of referred cases and participating attorneys as well as overseeing the continuation and expansion of the pro bono project. Private attorneys have volunteered to participate in providing legal assistance in individual cases.</p>	<p>See plan previously submitted.</p>	<p>No activities have been planned as yet.</p>
<p><i>d. Describe the activities under the pro bono plan designed to encourage lawyers who cannot or do not choose to contribute their time to pro bono legal service to persons of limited means to make monetary contributions in order to satisfy their pro bono professional responsibility:</i></p>	<p>To be addressed.</p>	<p>This has not been one of our goals to date. One of the Committee goals is to establish a fund for advertising. This may be the means of attaining that funding.</p>	<p>None. This Committee has not had difficulty in obtaining help from the local bar when needed. It has been expressed at our Committee meetings, that using the monetary contribution as a strong arm tactic, is not conducive to getting local lawyers to participate. Our local lawyers participate when we ask them to do so.</p>	<p>No activities have been planned as yet.</p>

**SUMMARY OF 2008 PRO BONO ANNUAL REPORTS FOR THE
1st, 2d, 3rd, 6th, 8th, 11th and 13th Judicial Districts**

	1st	2nd	3rd
IX NUMBER OF PERSONS BENEFITTED BY PRO BONO EFFORTS a. Provide the number of persons seeking pro bono assistance during the report period. b. Of the persons seeking pro bono assistance, provide the number who actually received appropriate legal assistance, and describe the nature of assistance provided, such as: 1) Referral to pro bono private attorney 2) Referral to legal aid service provider 3) Referral to NM Legal Aid for representation by paid contract attorney	<p><u>See</u> Section VI.a for a detailed discussion.</p>		<p>During the reporting period 623 persons utilized the services of the Pro Se clinics on one or more occasions. The district estimates, but has not tracked, the number of persons receiving some assistance on their case from assorted personnel at 2400.</p>
	<p><u>See</u> Section VI.a</p>		<p>All of the persons seeking pro bono assistance at the pro se clinic received appropriate legal assistance</p>
	<p><u>See</u> Section VI.a</p>		<p>Unknown</p>
c. Of the persons who received appropriate legal assistance, what is the total number of persons who benefited from the assistance, for example, if the client needed help defending against an eviction and four persons lived in the dwelling, then four people would have benefited from the legal assistance.	<p><u>See</u> Section VI.a</p>		<p>Unknown</p>

**SUMMARY OF 2008 PRO BONO ANNUAL REPORTS FOR THE
1st, 2d, 3rd, 6th, 8th, 11th and 13th Judicial Districts**

	6th	8th	11th	13th
IX NUMBER OF PERSONS BENEFITTED BY PRO BONO EFFORTS a. Provide the number of persons seeking pro bono assistance during the report period. b. Of the persons seeking pro bono assistance, provide the number who actually received appropriate legal assistance, and describe the nature of assistance provided, such as: 1) Referral to pro bono private attorney 2) Referral to legal aid service provider 3) Referral to NM Legal Aid for representation by paid contract attorney	Not yet available.	To date, no records have been maintained concerning unrepresented or underrepresented persons.	None have contacted the Committee directly. Our Committee has already implemented the mentoring, referral, assistance at DNA intake, creation of uniform pro se forms aspects of our Plan.	At this time, the pro bono program at the 13 th Judicial District is at the inchoate stage. Data collection is just beginning and shall be presented in the next annual report.
	Not applicable.		Not applicable.	
			Two	
c. Of the persons who received appropriate legal assistance, what is the total number of persons who benefited from the assistance, for example, if the client needed help defending against an eviction and four persons lived in the dwelling, then four people would have benefited from the legal assistance.	Not applicable.	Three since 1/15/08	Unknown. Our Committee would welcome input as to how to track these numbers you are requesting in a method that would not become too cumbersome for those of us volunteering our time.	

**SUMMARY OF 2008 PRO BONO ANNUAL REPORTS FOR THE
1st, 2d, 3rd, 6th, 8th, 11th and 13th Judicial Districts**

	1st	2nd	3rd
<p><i>d. Describe the logistics of operations, e.g., tracking calls, doing a conflict-of-interest check, screening for income eligibility, making appropriate referrals (to pro bono attorneys, to legal aid providers, to social service agencies, etc.), following up on referrals to ensure clients don't fall through the cracks, tracking the number of cases opened and closed during the reporting period, etc.</i></p>	<p>All calls and inquiries are responded to on a same day basis. Since the First District currently does not have the capacity to do conflicts checking without consulting directly with the attorneys involved, such conflicts checks are left to the attorneys themselves. Referrals to attorneys on a pro bono basis are typically made through Family Court Services clinics. Referrals to social service and related agencies are likewise made through Family Court Services, but with review, approval and possible modification by the Family Court Judge. Family Court Services monitors referrals to social services and related agencies to ensure compliance. Where compliance is not apparent, a request for issuance of an Order to Show Cause is made to the Family Court Judge. If the Court finds the request well taken, an Order to Show Cause is issued to the litigant who appears to be non-compliant and</p> <p>the matter is taken up at a duly scheduled hearing in Family Court.</p>		<p>Scheduling of pro bono attorneys, preparing for intake, screening, and referral to other agencies; monitoring and tracking a case from initiation to disposition; preparing reports to ensure that the process and orders are appropriately filed, scheduling dedicated pro bono only days in each domestic relations division every month and case review to assure that pro se cases are followed to completion or are removed from the courts docket on a timely basis for lack of prosecution.</p>

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1st, 2d, 3rd, 6th, 8th, 11th and 13th Judicial Districts**

	6th	8th	11th	13th
<p><i>d. Describe the logistics of operations, e.g., tracking calls, doing a conflict-of-interest check, screening for income eligibility, making appropriate referrals (to pro bono attorneys, to legal aid providers, to social service agencies, etc.), following up on referrals to ensure clients don't fall through the cracks, tracking the number of cases opened and closed during the reporting period, etc.</i></p>	<p>Not yet available.</p>	<p>Attached to the report is the protocol for referral and tracking. Also attached are copies of the letters and related documents that are sent to the referred clients and copies of letters and related documents sent to the referring attorneys. The local Legal Aid office conducts the referral services and tracking. The co-chair of the TCPBC will receive tracking information from NMLA on a quarterly basis and will maintain records of the cases referred and attorneys accepting cases.</p>	<p>See plan previously submitted.</p>	