



Pro Bono Projects

Fall 2016

Each semester the Citizen Lawyer Program (CLP) partners with non-profit and government agencies to create a number of structured law-related volunteer opportunities for students at the University of Iowa College of Law. These Pro Bono Projects provide students with an opportunity to gain experience in a legal setting, develop skills, network with practicing lawyers, explore their interests, and provide public service. These are strictly volunteer positions – students are not compensated (as they would be for summer clerkships) nor do they receive academic credit (as they would for field placements or clinic).

CLP advertises Pro Bono Project openings at the start of each semester. Each Pro Bono Project has a separate description that includes information on the agency, project duties, expected time commitment, scheduling concerns, qualifications, necessary travel, number of positions available, preferences (e.g., multi-semester commitments preferred), and restrictions (e.g., required course/skills or upper-class standing). Students should carefully review project descriptions, available through Symplicity, and then apply to all positions for which they wish to be considered, ranked by preference.

Application materials (Pro Bono Project application form and the student's resume) are submitted to CLP via Symplicity by the application deadline. CLP then makes assignments based on student applications and available positions. The number of applicants regularly exceeds the number of available positions, so students who indicate an interest in multiple projects have a greater chance of assignment. We regret that we cannot guarantee placement for all applicants. Students will be notified of assignments approximately a week after the deadline.

Symplicity can be accessed from: <http://www.law.uiowa.edu/careers/symplicity> Under the "Jobs" tab select "CSM Jobs" and then look for "Fall 2016 Pro Bono Projects." Citizen Lawyer Program is listed as the employer.

Questions regarding the Pro Bono Project application process should be directed to the Citizen Lawyer Program at law-clp@uiowa.edu.

Applications for Fall 2016 projects are due by midnight on Wednesday, August 31.

ACLU of Iowa: Prisoner Legal Intake

Founded in 1935, the American Civil Liberties Union of Iowa is the nation's fifth-oldest state affiliate of the national American Civil Liberties Union. The ACLU of Iowa is a non-profit organization that promotes and defends the values reflected in the Bill of Rights through litigation, public advocacy, outreach, education, and lobbying. The ACLU of Iowa is dedicated to promoting and protecting the individual rights and freedoms ensured by the United States Constitution and Iowa Constitution.

www.aclu-ia.org

Project Information: Legal Intake Volunteer. Under supervision, the law student volunteers will assist the ACLU of Iowa in conducting confidential and privileged prisoner mail intake.

Agency Contact(s): Joe Fraioli at joseph.fraioli@aclu-ia.org

Volunteer Responsibilities: Students will assist the ACLU of Iowa in tracking prisoner complaints and responding to prisoner legal intake, including entering information into database so complaints can be tracked by type and institution, and drafting responses, typically requests for more information, provision of know-your-rights information, and rejections, under the supervision of an attorney. For students with interest and ability, research and writing tasks evaluating a complaint may be assigned. Students must pay attention to detail and learn the proper procedure for database entry. Volunteers must undergo a very brief training before beginning their work. ***Student must be able to conduct intake in the ACLU of Iowa's Des Moines office, so this is a good opportunity for students who will be in Des Moines on a regular basis (ideally two times per month).***

For students with greater ability and interest who would like to take on additional volunteer research and writing projects remotely, in the litigation, legislative, or policy advocacy areas, those opportunities will also be available.

Agency Responsibilities: Supervise legal intake, provide feedback, and contact law school with any concerns with the volunteers or program.

Expectations/Time commitment/Scheduling: The anticipated time commitment is 8 hours twice per month in Des Moines during the fall semester, but specific arrangements can be made based on schedules and other factors.

Criteria: Up to two positions available for legal intake volunteer. Suitable for all students. ***Requires on-site work in Des Moines approximately twice monthly during the semester. Please note availability for on-site work in your application form.***

Chicago Volunteer Legal Services: Staff Attorney Research

Chicago Volunteer Legal Services is a nonprofit organization that provides critical civil legal assistance to low-income Chicagoans who have nowhere else to turn. CVLS is recognized as the most comprehensive, efficient, and cost-effective civil legal aid provider in Chicago. Typical cases involve problems with basic necessities, fundamental rights or safety, including:

- Preventing illegal evictions and unsafe housing.
- Fighting against denied insurance claims.
- Securing income support such as SSI, Medicaid and disability benefits.
- Protecting a child's and parental rights.
- Defending against foreclosure and helping borrowers secure modifications.

www.cvls.org

Project Information: Student volunteers will provide written legal analysis or gather legal research related to a question posed by a Legal Services attorney working on a civil case. Usually a one month turnaround is requested. Some shorter turnaround time may be necessary on some projects. Students will work remotely.

Agency Contact: Matt Hulstein at mhulstein@cvls.org.

Volunteer Responsibilities: Mr. Hulstein will collect legal questions from CVLS attorneys, and he will structure the questions as memos, highlighting the issues and suggesting ways to begin research. The Citizen Lawyer Program student coordinator will then assign a student or team of students to each issue. Once a student accepts a project, the student will communicate directly with Mr. Hulstein. Mr. Hulstein expects the student(s) to regularly communicate with CVLS, including questions about the project and feedback. Volunteer students will complete one or more research projects on a specific legal issue relevant to the attorney's caseload. The final product may include a written report of identified resources, and a memorandum of potentially relevant material and legal analysis. If the student continues to be interested in the issue, he/she may help transform their research into a motion or brief to be filed with the court.

Agency Responsibilities: Provide student with overview of case; description of legal issue to be researched; guidance about possible sources/strategies for research; be clear about deadlines; be available for periodic progress check-ins and final comments.

Expectations/Time commitment/Scheduling: Dependent on the project or projects assigned. Most projects are expected to take between 5 and 10 hours, and interested students should be prepared to take at least two projects over the course of the semester, depending on the needs of the agency. A mandatory initial meeting will take place via Skype.

Criteria: Up to two positions are available. Familiarity with legal and/or internet research is necessary. Suitable for upper-class students only. Preference will be given to students who can commit for the entire year.

ICCompassion Immigrant Resource Center

ICCompassion is a faith-based, non-profit organization that engages culturally diverse communities to equip people to help them move out of poverty. The Immigrant Resource Center is ICCompassion's response to low-income immigrants in assisting them with their legal immigration needs. For the past four years, we have been approved by the Board of Immigration Appeals office in the Department of Justice to provide this legal service in Iowa City. With one attorney and two BIA recognized representatives, we have assisted immigrants from over 48 different countries with getting citizenship, family petitions, visas, and other immigration issues. www.iccompassion.org

Project Information: Students assist the Immigrant Resource Center with research needed for asylum and hardship cases. These cases are helped with additional evidence collected that supports the filing of the application. Students will also assist with citizenship classes.

Agency Contact(s): Teresa Stecker iccompassion@gmail.com

Volunteer Responsibilities: The main responsibility is to conduct Internet Research regarding supporting evidence of clients' claims of persecution and of hardships related to family separations. This work may involve evaluating the information for value to the client's case. Duties may include legal research but most of this research is related to issues of history, current country conditions and psychological issues related to trauma etc. Students will also assist with citizenship classes.

Agency Responsibilities: Assign and direct projects, be available as agreed upon for periodic progress checks. For case work, provide students with overview of the case and the evidence needed; give guidance about possible sources/strategies for research; be clear about deadlines.

Expectations/Time commitment/Scheduling: The anticipated time commitment is 3-5 hours per week. Volunteers are expected to schedule regular weekly shifts. Specific arrangements will be made based on schedules and other factors.

Criteria: Up to three positions are available.

The Innocence Project of Iowa

The Innocence Project of Iowa (IPI) is an all-volunteer non-profit organization that seeks to remedy wrongful convictions in Iowa and reform the state's criminal justice system to prevent future injustices.

www.iowainnocence.org

The Innocence Project of Iowa works closely with the Midwest Innocence Project (www.themip.org) and the State Public Defender of Iowa (www.spd.iowa.gov) in many of its initiatives.

Project Information: Students assist the Innocence Project of Iowa and its partners in its efforts to investigate past cases of alleged wrongful conviction in Iowa; to educate judges, lawyers, law enforcement personnel, and the public; and to improve the integrity of Iowa's criminal justice system through policy initiatives.

Agency Contact(s): Brian Farrell, IPI President, at brian-r-farrell@uiowa.edu.

Volunteer Responsibilities: Some volunteers will assist with IPI/SPD's policy initiatives. This work may involve compiling information regarding current practices in Iowa's criminal justice system and preparing written findings. Additional volunteers will screen applications submitted to IPI/MIP or work on cases accepted by the organizations. Duties may include legal research, review of transcripts and case documents, and other necessary investigation. Students may also assist in a systematic review of Iowa cases being conducted by SPD/MIP/IPI. Opportunities will depend on the nature and number of investigations presently before the organization, and may vary from semester to semester.

Agency Responsibilities: Assign and direct projects, be available as agreed upon for periodic progress checks. For case work, provide students with overview of the case and description of legal issue to be researched; give guidance about possible sources/strategies for research; be clear about deadlines.

Expectations/Time commitment/Scheduling: The anticipated time commitment is 3-5 hours per week, but specific arrangements can be made based on schedules and other factors. Regular in-person meetings will be scheduled at the law school.

Criteria: Up to ten positions will be available. Facility with research (both legal and internet), writing, and factual investigation is helpful.

Iowa Coalition Against Domestic Violence: U Visa and VAWA Immigration Project

The Iowa Coalition Against Domestic Violence (ICADV) seeks to engage all people in a movement to change the social and political systems that perpetuate violence against women. It does so through education, advocacy and quality services. As part of its holistic approach to serving victims, ICADV is providing immigration legal representation to victims of domestic violence.

<http://www.icadv.org/>

Project Information: Students will assist ICADV's legal staff in preparing and submitting immigration applications based upon U Visa and VAWA eligibility. Students will be working in pairs and each pair will be assigned two cases at the beginning of the semester. Under the direction of an ICADV staff attorney, students will work directly with victims and their advocates collecting evidence and preparing the immigration petition for submission to USCIS.

Volunteers must participate in an initial training tentatively scheduled from 11:00 to 4:00 on Thursday, September 8. The training will cover volunteer expectations, case management, communications, and the unauthorized practice of law. Students will also participate in mid-semester and end of semester meetings.

Agency contact: Charissa Flege (charissaf@icadv.org) and Salome Nengean (salomen@icadv.org).

Volunteer Responsibilities: Each student pair will be responsible for two immigration cases during the semester. Under the supervision of and at the direction of the staff attorney, students will interview ICADV clients, gather evidence, and coordinate with domestic violence victim advocates as necessary to build a viable case. In addition to compiling the immigration petition for their clients, students will be required to participate in phone conferences, submit weekly progress reports, and attend periodic webinars on relevant domestic violence/immigration topics. Students will refer questions to ICADV's supervising attorney. Some travel may be necessary.

Agency responsibilities: ICADV legal staff will provide basic domestic violence and immigration training for the students, provide directions for protocol and case management throughout the semester, be available at scheduled times for progress checks and concerns about legal issues.

Time commitment/Scheduling: Student pairs will be expected to commit approximately 5-7 hours per week, including training time. A required initial training session is tentatively scheduled for 11:00-4:00 on Thursday, September 8.

Criteria: Up to 10 positions are available. **Suitable for second or third year students**, particularly those interested in immigration law or issues of domestic violence. Spanish language skills are desirable, but not required.

Iowa Legal Aid: General Intake

Iowa Legal Aid (ILA) serves eligible clients (within income and asset limits, based on household size), helping with a variety of civil legal problems. ILA assists clients in matters regarding consumer law, debt collection, education, employment, family law, government benefits, health care, and housing.

www.iowalegalaid.org

Project information: Students will assist attorneys with interviewing clients, spotting issues, performing research, and drafting letters and other documents. Students may also be asked to file/copy documents, locate resources for a client, or assist attorneys in other ways. This project requires travel to the ILA offices at 1700 S. 1st St., Suite 10, Iowa City. It is anticipated that the primary work will take place during intake periods on Tuesday, Thursday and Friday mornings (9:00-11:00). Additional time for research and other follow-up on the cases can be scheduled later, for an additional 2 hours. (A total of 4 hours per week.

Agency Contact: Jan Rutledge jrutledge@iowalaw.org 319-338-3369, ext. 1509.

Volunteer Responsibilities: Assist with prospective clients who call in from around the state. A student will observe an attorney performing intake duties, then perform intake duties under the attorney's supervision. Students must be reliable and commit to a weekly time schedule, consisting of one intake shift per week (2 hours) plus additional work on the intakes, about 2 more hours per week, for a total of 4 hours per week. Because of the training that will be needed, the agency requires volunteers to commit through the spring semester.

Agency Responsibilities: Provide students with training and other instruction regarding applicable law and procedures. Provide supervision and guidance as needed about intake procedures and other duties. Be available as agreed upon (email/phone/in-person) for periodic progress check-in. Contact the law school to discuss any concerns with the volunteers or program.

Expectations/Time commitment/Scheduling: One intake shift per week (2 hours) during phone intake hours (9:00-11:00 a.m. on Tuesday, Thursday or Friday) plus 2 additional hours of work on the intakes per week, for a total of 4 hours per week. Shifts must be arranged. **Because of the training that will be needed, the agency requires volunteers to commit through the spring semester.**

Criteria: Two positions are available. Suitable for all students. Students must be able to commit to regular shifts and participate in required training session. Students will need to arrange transportation to ILA offices. ***Applicants should indicate on the application which of the three available intake shifts they can staff (Tuesday, Thursday or Friday mornings).***

Iowa Legal Aid: Self-Represented Divorce Litigant Clinics

Iowa Legal Aid (ILA) serves eligible clients (within income and asset limits, based on household size), helping with a variety of civil legal problems. ILA assists clients in matters regarding consumer law, debt collection, education, employment, family law, government benefits, health care, and housing.

www.iowalegalaid.org

Project Information: This project involves students assisting persons who are self-represented litigants in divorce cases using forms approved by the Iowa Supreme Court. Under the supervision of an ILA staff person or volunteer attorney, students will review forms with litigants for completeness and assist them in filling them out. Students will refer questions to the on-site supervising attorney. Clinics are scheduled at the Johnson County Courthouse in Iowa City on the following dates:

- Monday, September 26, from 2:30-4:30 p.m.
- Monday, October 24, from 2:30-4:30 p.m.
- Monday, November 14, from 2:30-4:30 p.m.
- Monday, December 12, from 2:30-4:30 p.m.

This project requires travel to the Johnson County Courthouse.

Agency contact: Courtney Thomas-Dusing at cthomasdusing@iowalaw.org

Volunteer Responsibilities: Students will meet one-on-one with self-represented litigants to review forms and provide assistance in completing the required information. Students will refer questions to the supervising attorney. Students will complete required training and a self-study of provided materials prior to the training.

Agency responsibilities: ILA will provide a coordinator for the project. The coordinator will arrange for volunteer attorneys to staff the clinics, and will send reminders to the students for each clinic.

Time commitment/Scheduling: Students will be expected to commit approximately a total of 12 to 15 hours to the project during the semester, including training time. A required training session will be scheduled for 2:30 p.m. on Monday, September 19.

Criteria: Up to six positions are available. Suitable for all students, particularly those interested in family law. Preference to students who can commit to both semesters.

Iowa Legal Aid: Staff Attorney Research Assistance

Iowa Legal Aid (ILA) serves eligible clients (within income and asset limits, based on household size), helping with a variety of civil legal problems. ILA assists clients in matters regarding consumer law, debt collection, education, employment, family law, government benefits, health care, and housing.

www.iowalegalaid.org

Project Information: Student volunteers provide oral or written legal analysis or gather legal research related to a question posed by an ILA attorney working on a civil case. Students may work remotely.

Agency Contact: Alex Kornya at akornya@iowalaw.org

Volunteer Responsibilities: Under the direction of a staff attorney, the student will complete one or more research projects on a discrete legal issue relevant to the attorney's caseload. The final product may include an oral or written report of identified resources, and a memorandum of potentially relevant material and legal analysis. A two or three week turnaround is usually requested. Some shorter turnaround time may be necessary on some projects. Communication will occur by telephone or e-mail.

Agency Responsibilities: Provide student with overview of case; description of legal issue to be researched; guidance about possible sources/strategies for research; be clear about deadlines; be available for periodic progress check-ins and final comments.

Expectations/Time commitment/Scheduling: Dependent on the project or projects assigned. Most projects are expected to take between 5 and 10 hours, and interested students should commit to taking at least two projects over the course of the semester.

Criteria: Up to four positions are available. Familiarity with legal and/or Internet research is necessary. 2Ls and 3Ls are preferable; 1Ls may apply but will be expected to complete a basic research tutorial.

Iowa Society of Healthcare Attorneys: Health Law Update

The Iowa Society of Healthcare Attorneys (ISHA), a division of the Iowa Hospital Association, is comprised of attorneys who represent hospitals and other health care providers in Iowa.

www.ihaonline.org/Members-Groups/Personal-Membership-Groups/ISHA

Project Information: Assist in drafting Iowa health law case law update for annual statewide meeting of health care attorneys.

Agency Contact: Joseph B. Clamon, Assoc. VP for Legal Affairs, UICHR, at joseph-clamon@uiowa.edu

Volunteer Responsibilities: ISHA's annual meeting provides the only annual case law update session focused solely on Iowa cases relevant to health lawyers. Student volunteers will work under the supervision of an ISHA member to review all Iowa Supreme Court cases and select ones within pre-determined categories for a more in-depth review. The in-depth review would include briefing the cases and preparing summaries of the cases. The in-depth review would also include research of additional information about the case, such as news media and a summary of the lower court proceedings. On a quarterly basis, volunteers will deliver a written product including categorizing, briefing, summaries, and additional research. ISHA members will deliver the presentation at the annual meeting; volunteers will be invited to attend. This project will provide exposure to health law and Iowa law, and a great opportunity to network with ISHA members.

Agency Responsibilities: An ISHA member(s) will oversee the project, provide direction on research, select cases for in-depth review, and give feedback on each quarterly report.

Expectations/Time commitment/Scheduling: The anticipated time commitment is 10-20 hours per month. Most work can be performed remotely.

Criteria: Up to three positions available. **Suitable for 2Ls or 3Ls**, particularly those with an interest in health law. Students willing to commit for the full academic year are preferred.

Iowa State Bar Association: Access to Justice Committee

This committee of Iowa's voluntary state bar association is concerned with the problem of lack of access to civil legal services experienced by indigent persons in Iowa. As part of its work this year, the committee will gather information on (1) the scope of the problem, (2) geographic areas where the problem is greatest, (3) the types of services most needed, (4) existing organizations that provide or could be used to provide services, and (5) what programs exist in other states to address the needs of indigents. Ultimately, the committee will make recommendations to the Iowa State Bar Association regarding actions it should take to assist in providing civil legal services to low income Iowans.

<http://www.iowabar.org/members/group.aspx?id=119864>

Project Information: Volunteers may conduct general research on legal services delivery in Iowa and other states, and may also be assigned to perform research for subcommittees with mandates on human trafficking, undocumented immigrants, and legal job corps.

Agency Contact(s): Anjela Shutts, Committee Chair, at shutts@whitfieldlaw.com

Volunteer Responsibilities: Volunteers will conduct research as directed by the committee or subcommittee chairs. Most work will be performed on your own from campus with communication by telephone and e-mail, but it is expected that there will be opportunities to participate in committee meetings and other activities. Work schedules will be determined by agreement of the volunteer and supervisor.

Agency Responsibilities: Assign and direct projects, be available as agreed upon for periodic progress checks.

Expectations/Time commitment/Scheduling: The anticipated time commitment is 2-4 hours per week, but specific arrangements can be made based on schedules and other factors. An initial meeting will be scheduled by Skype or in person.

Criteria: Up to four positions will be available. Suitable for all students.

Iowa State Bar Association: Iowa Free Legal Answers

The Iowa State Bar Association is a vibrant, progressive organization that provides Iowa attorneys with the benefits of professional association with their colleagues. Its benefits include continuing legal education, practice aids, interaction with the judiciary and legislature, participation in reform of the law and news regarding developments impacting the profession. In all, the ISBA includes approximately 8,000 lawyers and judges in Iowa's 99 counties and beyond. www.iowabar.org

Project Information: Students assist the ISBA and its partners in leading Iowa's development and implementation of a 50-state interactive pro bono website, part of a national initiative led by the American Bar Association Pro Bono and Public Service Committee.

Agency Contact(s): Virginia Sipes, J.D., Innovation & Community Outreach Director, vsipes@iowabar.org

Volunteer Responsibilities: Volunteers may choose to work together in teams or as a group on attorney and community outreach and data research and analysis. The agency will consider and seek to match student volunteers according to the specific interests that they have in the development and implementation of this project. Duties may include contact and interviews with attorney and community volunteers, review and analysis of data obtained during the initial launch of the project, event planning/hosting and use of social media. Opportunities will depend on the project's needs as they develop throughout the semester.

Agency Responsibilities: Assign and direct projects, be available as agreed upon for periodic progress checks. Provide students with an overview of the project and goals for the semester; give guidance about possible sources/strategies for research and project work; be clear about deadlines.

Expectations/Time commitment/Scheduling: The anticipated time commitment is 3-5 hours per week, but specific arrangements can be made based on schedules and other factors. An initial in-person meeting will be scheduled with students after project assignments are made. Regular web meetings will be scheduled at the law school.

Criteria: Up to four positions will be available. Facility with research (both legal and internet), writing, community outreach, including outreach via social media, is helpful.

Iowa State Bar Association: New Iowans Legal Advice Clinic

The Iowa State Bar Association, in collaboration with the Johnson County Bar Association, the Young Lawyers Division, IC Care, and the Center for Worker Justice of Eastern Iowa, established a free legal advice clinic for area residents in 2015. Although the clinic is open to everyone in the community, the target population are those who cannot access other legal services, such as Legal Aid, due to their current citizenship status.

Project Information: Volunteers support the operation of the clinic; legal advice will be provided by volunteer attorneys. We are looking for enthusiastic students who are excited to be a part of this critically needed resource in Johnson County. The clinic is held at IC Compassion located at 1035 Wade Street, Iowa City. Clinics are held on the second Tuesday of each month as follows:

- Tuesday, September 13, from 5:30-7:30 p.m.
- Tuesday, October 11, from 5:30-7:30 p.m.
- Tuesday, November 8, from 5:30-7:30 p.m.
- Tuesday, December 13, from 5:30-7:30 p.m.

Agency contact: Eric Goers (eric-goers@iowa-city.org) and Dedi Walker (dedi.walker@gmail.com)

Volunteer Responsibilities: Students are expected to be engaged and open to helping as needed in the functioning of this clinic. Flexibility is a must. Volunteer responsibilities will potentially include: initial marketing of clinic (posting flyers in targeted areas in town), assisting in the intake process, completing means testing evaluations, and helping clients fill out paperwork. Volunteer attorneys the clinic coordinators will supervise students. This project requires travel to IC Compassion, located at 1035 Wade Street, Iowa City. Students are expected to arrive at least fifteen minutes prior to the clinic opening and may be needed to stay after 7:30 to help close the clinic.

Agency responsibilities: The agency will provide training, guidance and supervision for volunteers.

Time commitment/Scheduling: Students will be expected to commit approximately a total of 15 to 20 hours to the project during the semester, including training time. A required informational session (held at the College of Law) will be scheduled at a mutually agreed upon time once all volunteers are selected.

Criteria: Up to four positions are available. Suitable for all students, particularly those interested in issues experienced by the immigrant community. Preference to students who can commit to both semesters. Proficiency in a second language (especially French or Arabic) is highly valued.

Kids First: Children of Divorce Workshops

Kids First Law Center in Cedar Rapids gives children a voice in custody and divorce conflicts by providing legal representation and support for kids. Kids First Divorce Workshops are court-ordered for all children experiencing divorce in Linn and Johnson Counties to help them understand and cope with their parents' separation and divorce. The workshops are held both in Cedar Rapids and North Liberty.

www.kidsfirstiowa.org

Project Information: Students help facilitate the Kids First Workshops for Children of Divorce in North Liberty and Cedar Rapids. The goals of the workshops are to give kids a safe and confidential place to discuss their feelings about divorce; to let kids know they are not alone and the divorce is not their fault; to teach kids practical skills to handle their emotions and adjust to family changes; and to help kids understand what to expect from the legal process in an age-appropriate way. Children are grouped by age and there are separate curricula for each group. This project requires travel to the Recreation Center in North Liberty and to Kids First's offices in Cedar Rapids.

Agency contacts: Jennifer Koester at jennifer@kidsfirstiowa.org

Volunteer Responsibilities: Students will complete training and sign up for upcoming workshops as dates are announced.

Agency responsibilities: Kids First will provide training and on-site supervision.

Time commitment/Scheduling: Students will be expected to commit to at least two workshops during the school year. A mandatory training session is planned for 4:00 p.m. on Thursday, September 8, 2016, in Boyd Law Building. Workshops are scheduled throughout the year as needed.

Special Skills/Information: This project is suitable for all students. It is particularly suited to those who are interested in family law or child advocacy. Experience with children/teenagers is desirable.

Criteria: Six to eight positions are available. This project is open to all students. Students must attend the required training on September 8. Students must be able to commit for the full academic year. Students must sign the agency's confidentiality and volunteer information forms to participate, and criminal background checks will be completed.

State Public Defender – Cedar Rapids

The State Public Defender of Iowa (SPD) coordinates provision of legal representation to indigent persons under arrest or charged with a crime, in juvenile cases, and on appeal in criminal and post-conviction relief cases. This legal representation is provided through SPD offices or through private attorneys who contract with the SPD or who are appointed by the Court. By specializing in criminal defense work and juvenile matters, public defenders, investigators, and support staff provide high-quality, efficient, cost-effective legal representation to indigent clients.

<https://spd.iowa.gov/>

Project Information: Students assist with the operations of the SPD's Cedar Rapids office as needed, including case management and document/exhibit organization. Other duties as assigned may include covering phones or calling defendants regarding court hearings. This project requires students to travel to the Cedar Rapids office located at 425 Second St. SE, Cedar Rapids.

Agency Contact: Katie Frank, kfrank@spd.state.ia.us.

Volunteer Responsibilities: Students will assist public defender staff in the Cedar Rapids office as requested with filing, other case management tasks, and answering phones.

Agency Responsibilities: Provide guidance as needed about protocol, case management and intake procedures. Be available to the student and law school as agreed upon (email/phone/in-person) for periodic progress check-in. Contact the law school coordinator to discuss any concerns with the volunteers or the program.

Expectations/Time commitment/Scheduling: Students are expected to commit to 3-5 hours per week during set shifts at the SPD office in Cedar Rapids, to be determined by agreement with the supervisor.

Criteria: Up to two positions are available. Suitable for all students. ***Requires on-site work in Cedar Rapids (approximately 25 miles) on a weekly basis. Please note availability for on-site work in your application form.***

State Public Defender – Iowa City

The State Public Defender of Iowa (SPD) coordinates provision of legal representation to indigent persons under arrest or charged with a crime, in juvenile cases, and on appeal in criminal and post-conviction relief cases. This legal representation is provided through SPD offices or through private attorneys who contract with the SPD or who are appointed by the Court. By specializing in criminal defense work and juvenile matters, public defenders, investigators, and support staff provide high-quality, efficient, cost-effective legal representation to indigent clients.

<https://spd.iowa.gov/>

Project Information: Students assist with the operations of the SPD's Iowa City office as needed, including case management and document/exhibit organization. Other duties as assigned may include covering phones or calling defendants regarding court hearings. This project requires students to travel to the Iowa City office located at 725 S. Clinton St., Iowa City.

Agency Contact: Peter Persaud, ppersaud@spd.state.ia.us; 319-351-1327.

Volunteer Responsibilities: Students will assist public defender staff in the office as requested with filing, other case management tasks, and answering phones.

Agency Responsibilities: Provide guidance as needed about protocol, case management and intake procedures. Be available to the student and law school as agreed upon (email/phone/in-person) for periodic progress check-in. Contact the law school coordinator to discuss any concerns with the volunteers or the program.

Expectations/Time commitment/Scheduling: Students are expected to commit to 3-5 hours per week during set shifts at the SPD offices, to be determined by agreement with the supervisor.

Number of volunteers needed: Up to two positions are available. Suitable for all students.