

BUSINESS LAW TODAY FEATURES PRO BONO MINI THEME

Featured in the September/October 2002 edition of **Business Law Today** is a mini-theme on Pro Bono, "Finding Lawyers for Needy Clients." Kathleen Hopkins, mini-theme articles editor and Chair of the Section's Pro Bono Committee wrote in the forward:

"A deep commitment to pro bono service permeates the Business Law Section. Many Section members donate their time, talents and expertise to needy individuals and community-based non-profit organizations. In addition, our Pro Bono Committee's "A Business Commitment" (ABC) is a national catalyst for developing and expanding transactional pro bono programs with state and local bars and other organizations.

Business lawyers should no longer be concerned that volunteering for pro bono will require them to litigate, draft a will or prepare family law support schedules. Indeed, opportunities for business lawyers to use their business law expertise are available and expanding exponentially.

The articles in this issue spotlight several pro bono programs showing how business law expertise can be effectively and efficiently harnessed for pro bono service. One article profiles business law pro bono programs nurtured by a private operating foundation, Power of Attorney (a strategic partner of ABC). Another is a profile of Chicago based pro bono dynamo Mary Ann O'Connor, who recently received the BLS Public Service Award. An article about Texas lawyers working with community based non-profits outlines how they provide low-income housing and other community development activities. Also, for those interested in starting their own pro bono programs, Pro Bono Clearinghouse acts as a link between non-profit organizations and volunteer lawyers."

In future issues, **Business Law Today** will have a regular pro bono department. If you wish to write an article on pro bono, the guidelines are at <http://www.abanet.org/buslaw/blt/index.html>. Submissions should be sent to: Khopkins@rp-lawgroup.com

ABC MANUAL TOOLBOX

In response to many requests from local and state bar organizations for sample operating forms for pro bono business entities, the Pro Bono Committee decided at the August ABA Annual meeting to proceed with the development of an online resource "toolbox" of sample operating administrative forms. The toolbox will be designed to allow a search for forms. The Section anticipates this welcome addition to the Manual to be online this fall.

To begin the process, ABC has attempted to organize an index around categories of the "fundamental practices" of running pro bono business law programs that came from a POA Network meeting in December 2000. The categories listed below are alphabetical. There are many sub-categories. Rather than create an all-exhaustive index, ABC elected to proceed with this initial effort and continue to refine and expand. The on-line Toolbox will be housed on the Business Sections ABC page with a search engine to use key words to find a document. The site will also be linked to the ABA Center for Pro Bono.

Below is the index. If you have a sample electronic forms that you wish to contribute, please e-mail them to glescault@glsp.org.

Toolbox of Sample Operating Forms Proposed Index

- 1 Client outreach
2. Educational/ training programs
3. Financial management
 - Budgets
 - Fiscal controls
4. Fundraising
 - Events
 - Grant proposals
 - Letters
5. Governance
 - Advisory Committee composition
 - Board recruitment/development
 - By-laws
 - Conflicts
6. Information systems
 - Case management database
 - Caseload statistical reports
7. Intake and screening
 - Eligibility forms
8. Monitoring customer satisfaction
 - Evaluation form
 - Impact
9. Program staffing
 - Employment agreements
 - Consultant contracts
 - Job descriptions
10. Strategic planning
 - Organizational chart
 - Priority setting
11. Volunteer
 - Recruitment
 - Recognition
12. Volunteer/case support

**POA NETWORK MEETING TO FEATURE
INNO NET**

On Wednesday, November 13th, the Power of Attorney Network Meeting, will be held in conjunction with the National Legal Aid and Defender annual conference in Milwaukee, Wisconsin at the Milwaukee Hilton Hotel.

The meeting will focus on **“sess downstream impact”**. The session will be facilitated by **Innovation Network, Inc.** InnoNet’s mission is to build the evaluation and learning capacity of non-profits so they can better

www.innonet.org specialize in the field of *participatory evaluation*. They work with non-profits to help them learn how to incorporate this process into their overall operations so an organization can effectively measure the impact it has on its community.

To register please contact Mercedes Morales-Hall mercedes@powerofattorney.org



**CED: A MOVEMENT FOR
ECONOMIC JUSTICE**

On Friday, November 15th, at the NLADA conference, ABC is sponsoring a roundtable workshop discussion on *CED: A Movement for Economic Justice*. Scott Cummings, formerly a staff attorney at Public Counsel in Los Angeles and currently a professor at UCLA Law School will discuss his article from the Stanford Law Review on this subject. He will be joined by Dayna Cunningham, Associate Director of the Rockefeller Foundations Working Communities Division who authored the report, *“Louder than Words: Lawyers, Communities and the Struggle for Justice.”* For more information on the 2002 NLADA Annual Conference, *“Justice in Action”* go to www.nlada.org.



ABC MANUAL DIRECTORY ONLINE

Since its publication in March 2000, the directory listing in **The ABC Manual: Starting and Operating a Business Law Pro Bono Project** has nearly doubled in entries. For the past two years, ABC revised the manual directory every quarter in pdf format. This year the number of new entities necessitated an easier method for locating pro bono business entities. With the assistance and support of the Section, the September 1, 2002 revised directory is now on-line.

<http://www.abanet.org/buslaw/probono/directory/support/>

Please check your programs listing. Any corrections or additions can be sent to:

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COMMUNITY SERVICE PROJECT VOLUNTEERS

In August at the ABA Annual Meeting in Washington, DC, members of the Pro Bono Committee joined with the Pro Bono Committee of the Business and Litigation Committee to sponsor a community service project. Despite the heat, the volunteers helped paint the roof of the Community Action Group facility at 901 Pennsylvania Ave., SE, a client of the DC Bar Community Economic Development Project. Both committees enjoyed the experience and look forward to working on future volunteer projects.



ABC LISTSERV

ABC List serv currently provides a means of sharing electronic communication daily among the 190+ members who subscribe. If you would like to join the ABC list serv contact: Guy Lescault, glescault@glsp.org.



SPECIAL RECOGNITION

ABC thanks this year’s National Public Service Award winner Goodwin Proctor LLP and Carolyn Rosenthal, Pro Bono Coordinator for volunteering to print this edition of the ABC UPDATE.



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