



DENVER BAR ASSOCIATION
METRO VOLUNTEER LAWYERSSM

Thanks so much for your interest in volunteering for Metro Volunteer Lawyers! We look forward to working with you. Attached are sign-up forms for most of MVL's programs.

MVL's referral program serves clients in almost all civil areas of law by matching cases with attorneys for direct representation for the entirety of the case. Some cases switch from clinical settings to the referral program if the legal issues are too great to be addressed in the limited scope setting a clinic provides.

MVL has several clinics that are great ways to help our clients and get experience in new areas of law. In all of MVL's clinics, there is the opportunity to be paired with experienced attorneys in order to learn the processes.

- The Legal Clinic at the Denver Indian Center is a monthly clinic (1st Wednesday) from 6:00-8:00 pm. It's a walk-in style general legal information clinic serving Denver's Native American population. One of MVL's staff is always there with legal resources and a laptop for research if needed. Volunteer attorneys answer client questions and guide to other resources as needed.
- The Family Law Court Program (FLCP) is in court monthly in each county MVL serves, assisting *pro se* clients through the divorce and/or APR process. Volunteer attorneys assist in completion of necessary court forms/paperwork and complete brief/limited representation during permanent orders hearings.
- MVL's Post Decree Consultation Clinic (PDC) is present at least every other month in the counties MVL serves, assisting *pro se* clients with issues arising after divorce or APR final orders are entered. MVL needs the most assistance in Denver County post decree clinics.
- MVL also hosts a Power of Attorney workshop at local low-income senior housing complexes as requested, usually once a month. Let us know if you're interested in assisting with this program. This workshop assists clients in drafting various powers of attorney and living wills.
- MVL also serves clients going through Chapter 7 bankruptcy on a low-fee basis (\$400 for the attorney and \$335 for filing fees)—these cases are usually sent to an attorney in batches of 3-5 as not every client follows through with filing.
- Social Security cases are also sent to attorneys in batches of five or so; attorneys are allowed by statute to earn a portion of Social Security awards to clients.

A mentoring program is available for referral cases. As a case is matched with a mentee who has requested a mentor, a mentor that also matches the case will be assigned.

Hopefully this information is helpful. Let me know if you have any questions.



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Dear MVL Panel Member,

Thank you for being a volunteer attorney with Metro Volunteer Lawyers. We appreciate the efforts you contribute to assisting the low-income population in the Denver metro area.

MVL would like to update our records with your most current information including contact information, case types accepted, preferred counties, and program availability. MVL is exploring new areas of law in which it may be able to assist clients, and there are a few new practice areas listed below to consider.

MVL has several cases available for referral (representation of an entire case) and we would like to match those cases with attorneys as soon as possible. **Please complete this form regarding your availability for referrals.**

We recognize you may regularly participate in one (or more) of MVL's programs—thank you! If you'd like to participate in additional MVL programs, or sign up for a program you've not volunteered for before, **please return the related forms (see attached documents)**. Volunteers in all MVL programs are covered by MVL's liability insurance.

In addition to a new [website](#), MVL is active on social media. Follow us on [Facebook](#) for current updates!

Please send completed forms to: Metro Volunteer Lawyers
1905 Sherman St. Ste. 400
Denver, CO 80203
303-837-0019 Fax
robin@denbar.org

- Yes**, I am available to **take** a referral case in the next three to six months.
- Yes**, I am available to a referral case **with or as a mentor** in the next three to six months. **Please complete attached mentor program form.**
- No**, I am unavailable to take a referral case in the next three to six months. Try again next quarter.
- Ask me again, I may be available after _____.
- Permanently remove me from the MVL panel.

Please update your preferred case type and case county information.

- | | | |
|--|---|--|
| <input type="checkbox"/> Divorce | <input type="checkbox"/> Wills/POA | <input type="checkbox"/> Public Housing |
| <input type="checkbox"/> Adoption | <input type="checkbox"/> Probate | <input type="checkbox"/> TANF/Medicaid/Other Public Benefits |
| <input type="checkbox"/> Custody | <input type="checkbox"/> Guardian/Conservator | <input type="checkbox"/> Real Estate |
| <input type="checkbox"/> Post Decree Referrals | <input type="checkbox"/> Contracts/Warranties | <input type="checkbox"/> Landlord/Tenant |
| <input type="checkbox"/> QDRO | <input type="checkbox"/> Collections | <input type="checkbox"/> Tax (individual) |
| <input type="checkbox"/> Juvenile | <input type="checkbox"/> Tort Defense | <input type="checkbox"/> Immigration |
| <input type="checkbox"/> Dependency/Neglect | <input type="checkbox"/> Alternative Fees | <input type="checkbox"/> Social Security |
| <input type="checkbox"/> Mediation | <input type="checkbox"/> Limited Scope Services | <input type="checkbox"/> Bankruptcy |

Metro area counties in which you are willing to accept cases:

Adams Arapahoe Broomfield Denver Douglas Elbert Jefferson

Clinics:

- Post Decree Clinic ***Please see attached schedule.***
- Family Law Court Program ***Please complete attached sign up form.***
- Legal Clinic at the Denver Indian Center ***Please complete attached sign up form.***

Updated Contact Information:

Mailing address: _____

Email Address: _____

Phone number: _____



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**METRO VOLUNTEER LAWYERS
MENTORING PROGRAM**

No issue is more fundamental to our constitutional mandate of providing equal justice under the law than ensuring adequate legal representation. –Jonathan Lippman

Metro Volunteer Lawyers wants to remind you about its Pro Bono Mentoring Program and encourage you to get involved!

We truly appreciate all our volunteers and want to make taking a pro bono case as easy as possible. Our mentoring program is designed to allow you to be a mentor or mentee on a pro bono case in an area of your choosing. Our program allows mentors to customize their level of involvement to meet their demanding schedules, while finding time to help those in need of legal assistance, as well as new attorneys in need of mentorship. Mentees are always expected to take primary responsibility over a case!

You may be an experienced attorney who wants to take on a pro bono case with a mentee as co-counsel, or simply field questions when needed. Or you may be a new attorney looking to take on a case with the assistance of a mentor. This program is also an excellent way to fulfill pro bono requirements and gain CLE credits. If you wish to take on a new matter with a particular mentor or mentee who has agreed, please notify our office and we will assign you a case.

If you are interested in this opportunity, please complete this form as soon as possible and either email it to robin@denbar.org, fax it to 303-837-0019, or mail it to:

METRO VOLUNTEER LAWYERS

Attn: Mentoring Program
1905 Sherman St., Suite 400
Denver, CO 80203
robin@denbar.org

GENERAL INFORMATION

NAME: _____ MALE FEMALE DATE: _____

BAR#: _____ HOW MANY YEARS HAVE YOU BEEN IN PRACTICE?: _____

CURRENT POSITION: _____

MAILING ADDRESS: _____

PREFERRED PHONE: _____ EMAIL: _____

DESIRED COUNTY OR COUNTIES:

- Adams/Broomfield Arapahoe Denver Douglas/Elbert Jefferson/Gilpin

Please indicate what type(s) of case you would be interested in:

- | | | |
|--|---|---|
| <input type="checkbox"/> Divorce | <input type="checkbox"/> Wills/POA | <input type="checkbox"/> Public Housing |
| <input type="checkbox"/> Adoption | <input type="checkbox"/> Probate | <input type="checkbox"/> TANF/Medicaid/Other Benefits |
| <input type="checkbox"/> Custody | <input type="checkbox"/> Guardian/Conservator | <input type="checkbox"/> Real Estate |
| <input type="checkbox"/> Post Decree Referrals | <input type="checkbox"/> Contracts/Warranties | <input type="checkbox"/> Landlord/Tenant |
| <input type="checkbox"/> QDRO | <input type="checkbox"/> Collections | <input type="checkbox"/> Tax (individual) |
| <input type="checkbox"/> Juvenile | <input type="checkbox"/> Tort Defense | <input type="checkbox"/> Immigration |
| <input type="checkbox"/> Dependency/Neglect | <input type="checkbox"/> Alternative Fees | <input type="checkbox"/> Social Security |
| <input type="checkbox"/> Mediation | <input type="checkbox"/> Limited Scope Services | <input type="checkbox"/> Bankruptcy |

MENTORS (*Mentees can skip this section*)

MY DESIRED LEVEL OF INVOLVEMENT IS:

- I would like to take on a case full-on with a mentee as co-counsel
- I am willing to be a mentor, but only to field questions when needed**
- I am willing to be a mentor according to the following restrictions: _____

*** Please note that we have the greatest need for mentors who can take a case full-on as co-counsel and mentees are always expected to take primary responsibility over the case.*

MENTEES (*Mentors can skip this section*)

I AM SEEKING A MENTOR TO:

- Take on a case full-on with me as co-counsel
- Be available to answer questions
- Other: I am seeking a mentor to _____

Do you have any preferences in a mentor/mentee, if possible (e.g., years of practice, geographic practice area, gender, age etc.)? _____

Interests, activities, and/or interesting facts about you?: _____

For more information, please call email robin@denbar.org. Thank you!



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**LEGAL CLINIC AT THE DENVER INDIAN CENTER
2017 VOLUNTEER SCHEDULE/SIGN-UP SHEET**

"I have seen that in any great undertaking it is not enough for a man to depend simply upon himself." -Lone Man (Isna-la-wica) Teton Sioux

Thank you for your interest in Metro Volunteer Lawyers' Legal Clinic at the Denver Indian Center. This walk-in clinic takes place on the first Wednesday of every month from 6-8 pm. The attorneys at the clinic volunteer their time to help with resource referral, understanding the legal process, and how to proceed as a pro-se party. No attorney-client relationship is established. MVL provides written waivers to all clients at the clinic. We always welcome new volunteers. If you lack experience, please feel free to sign-up to observe.

WHERE	WHEN
The Denver Indian Center 4407 Morrison Rd Denver, CO 80219	First Wednesday of Every Month 6:00 PM – 8:00 PM

PLEASE MARK THE DATES YOU WISH TO VOLUNTEER BELOW:

<input type="checkbox"/> January 4, 2017	<input type="checkbox"/> July 5, 2017
<input type="checkbox"/> February 1, 2017	<input type="checkbox"/> August 2, 2017
<input type="checkbox"/> March 1, 2017	<input type="checkbox"/> September 6, 2017
<input type="checkbox"/> April 5, 2017 <i>The clinic's 5 year anniversary!</i>	<input type="checkbox"/> October 4, 2017
<input type="checkbox"/> May 3, 2017	<input type="checkbox"/> November 1, 2017
<input type="checkbox"/> June 7, 2017	<input type="checkbox"/> December 6, 2017

I am: ___ Attorney (Reg. # _____) ___ Paralegal ___ Law Student

I would like to volunteer for the dates and times indicated above. I understand that MVL will rely on me to attend the dates and times that I have marked above. If I am unable to attend, I will contact MVL in advance.

Name: _____

Employer (if any): _____

Address: _____

Phone: _____ Email: _____

How did you hear about MVL? _____

Please return this form by email: robin@denbar.org, by fax: 303-837-0019, or by mail: 1905 Sherman St., Suite 400, Denver, CO 80203. Thank you!



**FAMILY LAW COURT PROGRAM
2017 SCHEDULE & VOLUNTEER SIGN-UP FORM**

Thank you for your interest in our Family Law Court Program (“FLCP”)! Volunteering with FLCP is a tremendous way to assist clients for one morning and/or afternoon. You can even sign-up just to observe until you are comfortable enough to provide legal assistance. Even if you have limited or no knowledge of family law, we still encourage you to participate in FLCP. You will be surprised by how much help you can provide, and we always welcome new volunteers. Our program assists low-income clients with Dissolution of Marriage and Allocation of Parental Responsibilities cases. FLCP focuses on uncomplicated, uncontested matters where the other party is not represented by an attorney. Clinics take place each month in Denver, Adams, Arapahoe, Jefferson, and Douglas counties. There are two stages where we are in need of volunteers: (1) Client Meetings, where volunteer attorneys, law students, and paralegals assist clients in filling out the documents needed to initiate their cases, and (2) Permanent Orders Hearings, where volunteer attorneys meet with clients to prepare the documents needed to submit to the court at the hearing, and then represent the client solely for the duration of the hearing that same day. If the adverse party appears, the attorney will also work to reach an agreement between the parties.

You can visit www.metrovolunteerlawyers.org to read more about the program. Please complete this form, including marking the dates below that you can attend and your desired level of involvement. **Please submit this form to Sahar Safi by mail at 1905 Sherman St, Suite 400, Denver, CO, 80203; by email at sahar@denbar.org; or by fax at 303-837-0019.**

ADAMS COUNTY

Adams County District Court, 1100 Judicial Center Drive, Brighton, CO 80601
Meet by Conference Rooms Outside Courtroom 502 (5th Floor)

Permanent Orders Hearings (8:30AM – 12:00PM)

- January 19, 2017
- February 16, 2017
- March 16, 2017
- April 20, 2017
- May 18, 2017
- June 15, 2017
- July 20, 2017
- August 17, 2017
- September 21, 2017
- October 19, 2017
- November 16, 2017
- December 21, 2017

Client Meetings (1:30PM – 4:00PM)

- January 19, 2017
- February 16, 2017
- March 16, 2017
- April 20, 2017
- May 18, 2017
- June 15, 2017
- July 20, 2017
- August 17, 2017
- September 21, 2017
- October 19, 2017
- November 16, 2017
- December 21, 2017

ARAPAHOE COUNTY

Arapahoe County District Court, 7305 South Potomac, Centennial, CO 80112
Room 347 (3rd Floor, Courthouse II)

Permanent Orders Hearings (8:30AM – 12:00PM)

- January 27, 2017
- February 24, 2017
- March 24, 2017
- April 28, 2017
- May 26, 2017
- June 23, 2017
- July 28, 2017
- August 25, 2017
- September 22, 2017
- October 27, 2017
- November 9, 2017
- December 15, 2017

Client Meetings (1:00PM – 4:00PM)

- January 27, 2017
- February 24, 2017
- March 24, 2017
- April 28, 2017
- May 26, 2017
- June 23, 2017
- July 28, 2017
- August 25, 2017
- September 22, 2017
- October 27, 2017
- November 9, 2017
- December 15, 2017

DENVER COUNTY

Permanent Orders Hearings: Denver City and County Building, 1437 Bannock St., Denver, CO 80202, Room 431 (4th Floor)

Client Meetings: Metro Volunteer Lawyers, 1905 Sherman St., Denver, CO 80203, Conference Room (6th Floor)

Permanent Orders Hearings (8:30AM – 12:00PM)

- January 24, 2017
- February 28, 2017
- March 28, 2017
- April 25, 2017
- May 23, 2017
- June 27, 2017
- July 25, 2017
- August 22, 2017
- September 26, 2017
- October 24, 2017
- November 28, 2017
- December 19, 2017

Client Meetings (9:00AM – 12:00PM; 1:00PM – 4:00PM)

PLEASE SELECT AM AND/OR PM

**PM session frequently cancelled*

- January 10, 2017 AM / PM
- February 7, 2017 AM / PM
- March 14, 2017 AM / PM
- April 11, 2017 AM / PM
- May 9, 2017 AM / PM
- June 13, 2017 AM / PM
- July 11, 2017 AM / PM
- August 8, 2017 AM / PM
- September 12, 2017 AM / PM
- October 10, 2017 AM / PM
- November 14, 2017 AM / PM
- December 5, 2017 AM / PM

DOUGLAS COUNTY

Douglas County District Court, 4000 Justice Way, Castle Rock, CO 80109

Conference Rooms Across Hall From Self Help Center (Main Floor)

Permanent Orders Hearings (8:30AM – 12:00PM)

- Hearings are individually set. Please check box to the left if interested.*

Client Meetings (9:00AM – 12:00PM)

- February 8, 2017
- April 12, 2017
- June 14, 2017
- August 9, 2017
- October 11, 2017
- December 13, 2017

JEFFERSON COUNTY

Jefferson County District Court, 100 Jefferson County Pkwy, Golden, CO 80419

Room 1552 (1st Floor, Administrative Side)

Permanent Orders Hearings (8:30 AM – 12:00PM)

- January 13, 2017
- March 10, 2017
- May 12, 2017
- July 14, 2017
- September 8, 2017
- November 17, 2017

Client Meetings (1:00PM – 4:00PM)

- January 13, 2017
- February 10, 2017
- March 10, 2017
- April 14, 2017
- May 12, 2017
- June 9, 2017
- July 14, 2017
- August 11, 2017
- September 8, 2017
- October 13, 2017
- November 17, 2017
- December 8, 2017

Volunteer Sign-up Information: __ Attorney (Reg. # _____), __ Law Grad, __ Law Student, __ Paralegal
I would like to volunteer for the dates and times indicated above. I understand that MVL and MVL's clients will rely on me to attend the dates and times that I have selected above. If I am unable to attend, I will contact MVL in advance.

Name: _____

Firm/Employer (if applicable): _____

Address: _____

Phone: _____

Email: _____

How did you hear about this program? _____

Do you speak any other languages and if so, what level of fluency? _____

Level of involvement (please check one of the following):

- I will be able to take an uncontested Permanent Orders Hearing case on my own, *OR*
- I would prefer to observe Permanent Orders Hearings until I feel comfortable on my own.

Please submit this form to Sahar Safi by mail at 1905 Sherman St, Suite 400, Denver, CO, 80203; by email at sahar@denbar.org; or by fax at 303-837-0019. Thank you and we look forward to seeing you!

www.metrovolunteerlawyers.org



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Post-Decree Consultation Clinics
2017 Schedule and Sign Up Form

MVL's Post Decree Consultation Clinic volunteers are needed in Denver and Jefferson Counties. This program assists pre-screened clients with post decree matters such as drafting Motions, Responses, or just general advice on next steps. As part of the pre-screening we copy and send you all information and Court documents pertaining to the client(s) beforehand. As in all MVL's programs, volunteers are covered under MVL's liability insurance policy while assisting post-decree clients.

Please return this form to Toni-Anne Dasent at tdasent@denbar.org.

The **Denver** County consultations meet at the Denver City and County Building from 1:00-5:00pm. Please mark your availability for the following dates:

- April 25th
- May 23rd
- June 27th
- July 25th
- August 22nd
- September 26th
- October 24th
- November 28th
- December 19th

The **Jefferson** County consultations meet at the Jefferson County Courthouse (The Taj) from 9:00-12:00 am. Please mark your availability for the following dates:

- April 14
- May 12
- June 9
- July 14
- August 11
- September 8
- October 13
- November 17
- December 8