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## Citizen Lawyer Program

# Fall 2024 Pro Bono Projects

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 12Twenty and on the CLP website, 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 12Twenty 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.

12Twenty can be accessed from: <https://law-uiowa.12twenty.com/Login> Under the "OCI & Job Listings" tab select "Job Listings" and then look for "Fall 2024 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](mailto:law-clp@uiowa.edu).

*Note to international students: we are advised by International Student & Scholar Services that Curricular Practical Training authorization is not required to participate in Pro Bono Projects.*

**Applications for Fall 2024 projects are due by 11:59 p.m. on Wednesday, September 4, 2024.**

## ACLU of Iowa: Legal Research

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](http://www.aclu-ia.org)

**Project Information:** Legal research and drafting. Under supervision, the law student volunteers will assist the ACLU of Iowa in preparing open records requests and reviewing the documents received in response.

**Organization Contact(s):** Shefali Aurora at [shefali.aurora@aclu-ia.org](mailto:shefali.aurora@aclu-ia.org).

**Volunteer Responsibilities:** Students will help prepare open records requests to school districts related to ongoing advocacy to reduce policing in schools.

Students will then review documents received in response and provide summaries of key data points in the policies to be used in ACLU advocacy. More helpful background information on this effort is available here: <https://www.aclu-ia.org/en/advocating-police-free-schools-iowa-toolkit/>.

All documents must adhere to document guidelines that will be provided to the student. Students will be supervised by an attorney and will receive feedback on all assignments.

**Organization Responsibilities:** Supervise student's written work, provide feedback, and contact law school with any concerns with the volunteers or program.

**Expectations/Time commitment/Scheduling:** The anticipated time commitment depends on the student's availability and how quickly they complete the assigned work. Expected time commitment is 12-16 hours per month at minimum. The student and supervisor will work together to establish deadlines for projects that work with the student's schedule.

**Criteria:** Up to five positions are available. Students must have strong research and writing skills and must be able to work independently. Students are expected to be responsive to the supervising attorney. All work will be done remotely.

## Chicago Volunteer Legal Services: General Immigration

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](http://www.cvls.org)

**Project Information:** Student will be assigned one or multiple projects depending on hours requested which may include:

- Drafting and submitting requests to local law enforcement and prosecutors certifying client has been the victim of a crime.
- Request records searches to all relevant Department of Homeland Security (DHS) agencies
- Prepare draft client affidavit/narrative based on interview notes and supporting documents.
- Prepare forms and supporting documents for submission of petition for immigration relief to U.S. Citizenship and Immigration Services (USCIS).
- Helping the program reach out to current volunteer attorneys to see the status of immigration cases

**Agency Contact:** Debi Martin at [dmartin@cvls.org](mailto:dmartin@cvls.org).

**Volunteer Responsibilities:** Under attorney supervision and instruction, Student will prepare affirmative requests including cover letter, forms, and supporting documents to DHS agencies/law enforcement/prosecutor.

**Agency Responsibilities:** Provide the student with templates, instructions, background on relief being sought in a given assignment, guidance on questions they have and feedback. CVLS will also ensure that all work can be done remotely.

**Expectations/Time commitment/Scheduling:** Project assignment(s) can be tailored to student's desired time commitment. Flexible scheduling.

**Criteria:** Up to one position is available. Students should have some interest in legal aid work and be diligent and detail oriented.

## Chicago Volunteer Legal Services: Immigration Pleadings

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](http://www.cvls.org)

**Project Information:** Student volunteers will assist in the preparation of pleadings to obtain predicate orders for special immigrant juvenile status petitions. Requires Spanish language proficiency. All work can be done remotely.

**Agency Contact:** Debi Martin at [dmartin@cvls.org](mailto:dmartin@cvls.org).

**Volunteer Responsibilities:** Students will work under attorney supervision to assist in the preparation of petitions.

**Agency Responsibilities:** Train students and provide regular oversight and feedback. CVLS will also ensure that all work can be done remotely.

**Expectations/Time commitment/Scheduling:** CVLS prefers volunteers who will commit for the entire school year. The estimate time commitment is 15-20 hours each semester. Flexible scheduling.

**Criteria:** One position is available. Spanish language proficiency is required. *Please indicate language proficiency on your application.*

## Chicago Volunteer Legal Services: Intake

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](http://www.cvls.org)

**Project Information:** Student volunteers will assist with client intakes. Scheduling is very flexible. When an intake needs to be done, CVLS will electronically assign the file to a student, who will then conduct the intake over the phone. Phone intakes are scheduled between the potential client and student, according to their availability. Students will work in one of two groups: foreclosure defense and general litigation. Students will either be placed in our general/chancery program or in our immigration program. Spanish/French/Igbo speakers being especially helpful for the immigration program.

**Agency Contact:** Debi Martin at [dmartin@cvls.org](mailto:dmartin@cvls.org).

**Volunteer Responsibilities:** When they receive an intake assignment, students will conduct the intake telephonically at a mutually convenient time arranged with the potential client. All work can be completed remotely.

**Agency Responsibilities:** Train students on the use of the data base and provide regular oversight and feedback. CVLS will also ensure that all work can be done remotely.

**Expectations/Time commitment/Scheduling:** CVLS prefers volunteers who will commit for the entire school year. The estimate time commitment is 15-20 hours each semester. Flexible scheduling.

**Criteria:** Up to two positions are available. Students should have some interest in legal aid work and be diligent and detail oriented.

## Disability Rights Iowa: Communication & Outreach

Disability Rights Iowa (DRI) serves eligible individuals with disabilities in a variety of legal rights. DRI aims to defend and promote the human and legal rights of Iowans with disabilities. We promote safety, opportunity, access, and self-determination for all Iowans through a program of self-advocacy, education, information and referral, non-legal advocacy and legal and systems advocacy. DRI is the official Protection and Advocacy system for Iowa. Federal law charges us with access authority to enter locked facilities to investigate conditions of the facilities and to ensure that individuals with disabilities are not abused or neglected. Our current work focuses on protecting the educational rights of students with disabilities, ensuring individuals with disabilities have equal access to services and places, removing barriers to employment, increasing alternatives to guardianships, protecting access to long-term health services and supports, protecting and improving the lives of youth. <https://disabilityrightsiowa.org/>

**Project information:** Students will assist Executive Director and Communications Coordinator in developing a social media plan for DRI's 40<sup>th</sup> anniversary year. The social media campaign will include weekly posts highlighting the impact of DRI over the past 40 years, Disability History in Iowa, federal disability history, the connection between pop-culture and significant DRI advocacy, etc. Work can be done either remotely or in-person at DRI's office in Des Moines and will involve working primarily with the Communications Coordinator and the Executive Director.

**Agency Contact:** Catherine E. Johnson, [cjohnson@driowa.org](mailto:cjohnson@driowa.org)

**Volunteer Responsibilities:** Assist in developing a weekly social media campaign to celebrate DRI's 40<sup>th</sup> Anniversary. Students will have an opportunity to research disability history in Iowa, prepare a social media campaign highlighting this history and DRI's impact in Iowa, and create a social media campaign connecting pop culture with DRI's history over the past 40 years. Students will learn about disability history, on both the state and federal level, how to develop and post accessible social media content, as well as assisting in developing monthly blogs on disability rights issues of significant to Iowans with disabilities. Students must be reliable and commit 3-4 hours a week, remote or in-person, during DRI's office hours (9:00 am to 5:00 pm).

**Agency Responsibilities:** Provide students with training and other instruction regarding applicable history, law, DRI history, and accessible social media posts. Provide supervision and guidance as needed about social media campaign, blogs, etc. 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:** Students will be assigned to the Executive Director and will work with DRI's Communications Coordinator. Students will assist with completing weekly social media posts and monthly blog posts. Additional volunteer time is available upon request. Shifts must be arranged.

**Criteria:** One position is available for the spring semester. Suitable for all students. Students must be able to commit 3-4 hours and participate in the required training session. *Applicants should indicate on the application what days and hours they have available to volunteer.*

## The Immigration Project: Language Team

The Immigration Project was founded in 1995 with the goal of ensuring legal access to the immigrant populations of downstate Illinois. Since then, The Immigration Project has been growing and changing, bringing immigration legal services to the immigrants of Central and Southern Illinois.

**Project Information:** Interpreters work using Zoom or the phone to communicate with clients and tell their immigration story to their lawyer. Technical vocabulary is not needed; volunteers will be trained on relevant terms. French, Haitian Creole, and Spanish are the most needed. Translators will help with translating birth certificates and other government documents or client letters to support a client's immigration legal case.

**Agency contact:** Volunteer Coordinator, [volunteercoordinator@immigrationproject.org](mailto:volunteercoordinator@immigrationproject.org)

**Volunteer Responsibilities:** Students are expected to be engaged, reliable, and open to helping as needed. Flexibility is a must. Volunteer responsibilities will include communicating with client's and relaying information to the attorney.

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

**Time commitment/Scheduling:** Volunteers will be expected to commit approximately a total of 1.5 hours per month minimum (one document or one intake consultation).

**Criteria:** Up to four positions available. Suitable for students with foreign language aptitude (fluent or advanced second language) particularly those interested in issues experienced by the immigrant community. Proficiency in Spanish, Creole, and French is especially valued. *Please indicate language proficiency on your application.*

## The Immigration Project: Quad Cities Team

The Immigration Project was founded in 1995 with the goal of ensuring legal access to the immigrant populations of downstate Illinois. Since then, The Immigration Project has been growing and changing, bringing immigration legal services to the immigrants of Central and Southern Illinois.

**Project Information:** Application preparers and document collectors help at workshop or Intakes events, which occur one time per month in the Quad Cities (Davenport, IA and Moline IL). Some ability in Spanish, French, Portuguese or Haitian Creole is valuable but not necessary for every workshop type. Outreach/Legal Education workers advertise for workshops and provide legal information at immigrant-specific events in the Quad Cities.

**Agency contact:** Volunteer Coordinator, [volunteercoordinator@immigrationproject.org](mailto:volunteercoordinator@immigrationproject.org)

**Volunteer Responsibilities:** *This position requires travel in person to Moline, Illinois* (about one hour from University of Iowa). If you are interested in a remote role, see Immigration Project's *Language Team* opportunity instead. Students are expected to be engaged, reliable, and open to helping as needed. Flexibility is a must, as we announce workshop dates and Outreach/Ed opportunities only a month or two in advance. Volunteer responsibilities will include application preparation, document scanning, and sharing accurate legal *information* and opportunities with immigrants during outreach without giving legal advice or committing UPL.

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

**Time commitment/Scheduling:** Volunteers will be expected to commit approximately a total of 1.5 hours per month minimum (one document or one intake consultation).

**Criteria:** Up to six positions available. Suitable for students with foreign language aptitude (fluent or advanced second language) particularly those interested in issues experienced by the immigrant community. Proficiency in Spanish, French, Portuguese or Haitian Creole is desirable. *This project requires travel to Moline, Illinois.*



# Iowa Legal Aid: Cedar Rapids Community Schools Project

Iowa Legal Aid (ILA) serves eligible low-income clients with a variety of civil legal problems including housing, family law, government benefits, and many other practice areas largely unserved by the private bar. ILA reaches clients through a variety of specialized outreach projects, including The Community Schools Project. See [www.iowalegalaid.org](http://www.iowalegalaid.org) for more information about the organization.

The Community Schools Project is a partnership between Iowa Legal Aid, Cedar Rapids Community School District, and many other stakeholders. It is designed to alleviate the special challenges faced by children living in poverty face in school and to achieve meaningful change. We work inside and outside the school helping parents and caretakers of students cope with legal issues related to housing, domestic violence, and income security, all which impact school attendance, performance and disciplinary issues. We partner with other social services organizations in the community to help connect families with a wide variety of services and resources. The cornerstone of the project is our onsite legal aid clinic located in an elementary school in the district where our attorneys and case manager meet with parents and caregivers on a regular basis at the clinic.

**Project information:** The student's primary responsibility will be to assist attorneys at the legal aid clinic located at a Cedar Rapids elementary school. Students will assist attorneys by interviewing clients, spotting issues, performing research, and gathering facts and documents. Students may also be asked to draft letters and other documents, to file/copy documents, locate resources for a client, or assist attorneys in other ways. Students will be exposed to a variety of legal issues. ***This project requires travel to Cedar Rapids. The clinic takes place at Hoover Elementary School (4141 Johnson Avenue NW, Cedar Rapids) every Tuesday from 11:00 a.m. to 1:00 p.m.*** and other work to be scheduled flexibly with supervising attorney will take place at ILA's Cedar Rapids Office located at 317 7<sup>th</sup> Ave. SE, Ste. 404, Cedar Rapids.

**Agency Contact:** Patrick Bigsby (pbigsby@iowalaw.org)

**Volunteer Responsibilities:** Assist with prospective clients at live, in-person intake interviews in designated schools in the Cedar Rapids Community School District. A student will gain experience doing live client intakes and issue spotting. Student's will first be provided a live training from staff on intakes and intake procedures generally. Students will then observe an attorney's intake interviews with clients before beginning to interview clients themselves under the attorney's supervision.

***Students must be reliable and commit to at least four hours a week (two hours each Tuesday from 11:00 a.m. to 1:00 p.m. and two hours to be scheduled with the attorney for casework as assigned by the supervising attorney).*** In order to ensure students receive the necessary training and exposure to as many practice areas as possible, the agency requires volunteers to commit through the fall 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:** Students will be assigned to one attorney and work to complete intakes based on client demand and other research and support as assigned by the attorney for the week. Students will need to coordinate with the attorney to ensure coverage and supervision availability. Additional volunteer time is available upon request. Students must be available each Tuesday from 11:00 a.m. to 1:00 p.m. **The agency requires volunteers to commit through the fall**

**semester (ending with time to prepare for exams).** An opportunity to continue the work into the spring semester may be available.

**Criteria:** Looking for 1-2 students. Suitable for all students, particularly those with an interest in family and children's issues (. Students must be able to commit to at least four hours per week and participate in a required live training session. ***Work will be performed at Hoover Elementary 4141 Johnson Avenue NW, Cedar Rapids) and the Cedar Rapids ILA office at 317 7<sup>th</sup> Ave. SE, Ste. 404, Cedar Rapids and at a designated Cedar Rapid's elementary school. Applicants should indicate on the application what days and hours they have available to volunteer.***

## Iowa Legal Aid: General Intake

Iowa Legal Aid (ILA) serves eligible low-income clients with a variety of civil legal problems. Including housing, employment, family law, domestic abuse, government benefits, consumer protection and special projects in disaster relief, criminal record expungement, and other legal needs largely unmet by the private bar. See [www.iowalegalaid.org](http://www.iowalegalaid.org) for more information about the organization.

**Project information:** Students will assist attorneys by interviewing clients, spotting issues, performing research, and gathering facts and documents. Students may also be asked to draft letters and other documents, to file/copy documents, locate resources for a client, or assist attorneys in other ways. Students will be exposed to a variety of legal issues. ***This project requires travel to the ILA offices at 1700 S. 1<sup>st</sup> St., Suite 10, Iowa City (a free city bus runs from downtown to the office; starting in October 2024, ILA will be relocating to the ped mall). It is anticipated that the primary work will take place during ILA office hours (8:30 a.m. - 5:00 p.m.).*** Additional time for research and other follow-up on the cases can be scheduled if the student requests.

**Agency Contact:** Patrick Bigsby ([pbigsby@iowalaw.org](mailto:pbigsby@iowalaw.org))

**Volunteer Responsibilities:** Assist with prospective clients who call in from around the state. A student will gain experience doing live client intakes and issue spotting. Student's will attend a live training from staff on intakes and intake procedures generally at 1:00 p.m. on Friday, September 13. Students will then observe an attorney's intake interviews with clients before beginning to interview clients themselves under the attorney's supervision. Students must be reliable and commit to at 3-4 hours a week during office hours (8:30 a.m. -5:00 p.m.), with specific shift times to be arranged based on student availability and office need. In order to ensure students receive the necessary training and exposure to as many practice areas as possible, the agency requires volunteers to commit through the fall 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:** Students will be assigned to one attorney and work in teams of two to complete the intakes assigned to that attorney for the week. Students will need to coordinate with the attorney and other student to ensure coverage and supervision availability. Additional volunteer time is available upon request. Shifts must be arranged. **The agency requires volunteers to commit through the fall semester (ending with time to prepare for exams).**

**Criteria:** Looking for 5-6 students. Suitable for all students. Students will commit to 3-4 hours per week and participate in the required training session at 1:00 pm on Friday, September 13. Work will be performed at the Iowa Legal Aid office in Iowa City (a free city bus does go from downtown Iowa City to the office and starting in October 2024, ILA will be relocating to the ped mall)). ***Applicants should indicate on the application what days and hours they have available to volunteer for a 2-3 hour block of time at the ILA office during regular office hours.***

## Iowa Legal Aid: Tribal Outreach Project

Iowa Legal Aid (ILA) serves eligible low-income clients with a variety of civil legal problems including housing, family law, government benefits, and many other practice areas largely unserved by the private bar. ILA reaches clients through a variety of specialized outreach projects, including a partnership with the Meskwaki Tribal Court, located on the Meskwaki Indian Settlement in Tama County, Iowa. See [www.iowalegalaid.org](http://www.iowalegalaid.org) for more information about the organization.

**Project information:** ILA is seeking to strengthen its partnership with the Meskwaki Tribal Court by gathering information about the specific demand for legal services in the community served by and adjacent to the Tribal Court. Students will assist attorneys by working with tribal court staff to identify and document service needs, gather data, and assist in re-developing ILA's existing outreach efforts to Iowa's Native communities. Students may also interview prospective clients for intake and issue-spotting purposes, perform research, and draft letters and other documents. Students will be exposed to a variety of legal issues. ***This project requires travel to the ILA office*** at 1700 S. 1<sup>st</sup> St., Suite 10, Iowa City (a free city bus runs from downtown to the office; starting in October 2024, ILA will be relocating to the ped mall) and may require travel to the Meskwaki Indian Settlement once or twice during the semester. ***It is anticipated that the primary work will take place during ILA office hours (8:30 a.m.-5:00 p.m.)***. Additional time for research and other follow-up can be scheduled if the student requests.

**Agency Contact:** Patrick Bigsby (pbigsby@iowalaw.org)

**Volunteer Responsibilities:** Students will assist the supervising attorney with collecting data from Meskwaki Tribal Court Staff, identifying community needs, and researching nationwide best practices for tribal outreach. Students may also conduct prospective client intakes as referred by ILA's tribal partners. Students will develop their general understanding of tribal law and tribal justice systems nationwide and play an important role in strengthening ILA's capacity in this area. Students must be reliable and commit to at least three hours a week (to be scheduled pending student availability). In order to ensure students receive the necessary training and exposure to as many practice areas as possible, the agency requires volunteers to commit through the fall semester.

**Agency Responsibilities:** Provide students with training and other instruction regarding applicable law and procedures. Provide supervision and guidance as needed about project goals 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:** Students will be assigned to one attorney and work on tasks germane to ILA's tribal outreach as assigned by the attorney for the week. Students will need to coordinate with the attorney to ensure coverage and supervision availability. Additional volunteer time is available upon request. **The agency requires volunteers to commit through the fall semester (ending with time to prepare for exams).**

**Criteria:** Looking for 1-2 students. Suitable for all students, particularly those with an interest in tribal justice systems and expanding access to legal services. Familiarity with tribal sovereignty principles and Native communities is helpful but not required; an open mind and commitment to cultural appreciation are required. Students must be able to commit to at least four hours and participate in a required training session. Work will be performed at ILA office at 1700 S. 1<sup>st</sup> St., Suite 10, Iowa City (a free city bus does go from downtown Iowa City to the office and starting in October 2024, ILA will be relocating to the ped mall). ***Applicants should indicate on the application what days and hours they have available to volunteer for a 2-3 hour block of time at the ILA office during regular office hours.***

## Iowa Society of Healthcare Attorneys: Health Law Update (2Ls & 3Ls only)

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](http://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, UIHC, at [joseph-clamon@uiowa.edu](mailto:joseph-clamon@uiowa.edu) & Alissa Smith, Dorsey & Whitney at [smith.alissa@dorsey.com](mailto:smith.alissa@dorsey.com)

**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: Outreach

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](http://www.iowabar.org)

**Project Information:** Students assist the ISBA and its partners with community outreach efforts.

**Agency Contact(s):** Virginia Sipes, J.D., Community Outreach Director, at [vsipes@iowabar.org](mailto:vsipes@iowabar.org)

**Volunteer Responsibilities:** Students participate in Zoom training about projects including production of short videos on a variety of legal topics and community resources. Students assist with community resource identification and short video production including virtual meetings with community organizers, lawyers and leaders. Willingness to spend on average 3 hours per week researching, drafting, reviewing and revising written public resource materials, short video scripts and slides. Opportunities will depend on project needs as they develop throughout the semester. We are asking for a commitment until November break but students may make alternate arrangements.

**Agency Responsibilities:** Provide students with training and other instruction regarding applicable law and project processes. Be available as agreed upon (email/phone/in-person via video conference) for periodic progress check-in. Contact the law school to discuss any concerns with the volunteers or program.

**Expectations/Time commitment/Scheduling:** Other than a mandatory training, the work can be done during or outside of the typical work day. Work can be completed remotely.

**Criteria:** Up to six positions available. Suitable for all students. Facility with research (both legal and internet), writing, technology and community outreach is helpful.

## Iowa State Bar Association: New Iowans Legal Advice Clinic

The Legal Access Committee of the Iowa State Bar Association, in collaboration with the Johnson County Bar Association and IC Compassion 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. Clinics are held in the evening on the second Tuesday of each month.

**Agency contact:** Clinic Coordinators, Eric Goers ([eric-goers@iowa-city.org](mailto:eric-goers@iowa-city.org)) and Dedi Walker ([dedi.walker@gmail.com](mailto:dedi.walker@gmail.com))

**Volunteer Responsibilities:** Students are expected to be engaged, reliable, and open to helping as needed in the functioning of this clinic. Flexibility is a must. Volunteer responsibilities will potentially include: assisting clients with use of Zoom, interpreting for clients and attorneys when needed, marketing of the clinic (posting flyers in targeted areas in town), sending out attorney recruitment e-mails, assisting in the intake process, and helping clients fill out paperwork. The clinic coordinators will supervise students.

**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 10 to 15 hours to the project during the semester, including training time. Most work will be completed in-person . ***This project requires on-site availability from approximately 5:00-7:15 p.m. on the second Tuesday of each month at 1035 Wade St., Iowa City.*** A required informational session will be scheduled at a mutually agreed upon time and location once all volunteers are selected.

**Criteria:** Up to three positions available. Suitable students interested in issues experienced by the immigrant community. Proficiency in a second language (especially Spanish, French, and Arabic) is highly valued; Zoom and computer proficiency is also desirable. *Please indicate language proficiency on your application.*

## Iowa State Public Defender - Davenport

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 Davenport office as needed, including discovery review, research, and document/exhibit organization. A specific focus will be assisting attorneys organize and review discovery in preparation for trial. Duties may include transcribing video/audio files, analyzing cell phone downloads, and listening to jail phone calls.

This project will primarily be conducted remotely. There are opportunities for students to personally observe attorneys in action; however, tasks are generally designed to be completed off-site. The time commitment will be an average of 2-3 hours per week, and the hours can be adjusted based on the availability of the volunteers and supervising attorney. In-court observation opportunities can be scheduled as necessary with the supervising attorney.

**Agency Contact:** Spencer Roudabush, [sroudabush@spd.state.ia.us](mailto:sroudabush@spd.state.ia.us)

**Volunteer Responsibilities:** Students will assist public defender staff in the Davenport office as requested with reviewing documents, reviewing video and audio files, and drafting requested work product. Students may observe in-court appearances.

**Agency Responsibilities:** Provide guidance as needed about protocol, case management and discovery review 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 an average of 2-3 hours per week. Work can be completed remotely and on the student's own schedule, so long as tasks are completed by any agreed-upon deadlines.

**Criteria:** Up to three positions are available. Suitable for all students. Students must have familiarity with Google Drive and be able to meet agreed-upon deadlines.



## Iowa 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:** Christy Wolfe, [cwolfe@spd.state.ia.us](mailto:cwolfe@spd.state.ia.us)

**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 in Iowa City, to be determined by agreement with the supervisor. Mornings are preferred but not required as the court schedule tends to be busier.

**Criteria:** One position is available. Suitable for all students.

## Iowa Supreme Court Access to Justice Commission

The Access to Justice Commission was established by order of the Iowa Supreme Court in June 2016. The Commission's mandate is to identify and make recommendations to remove barriers to civil justice for low-income and disadvantaged Iowans. The Commission's reports are submitted to the Court annually and contain numerous short- and long-term recommendations. The Commission meets quarterly in person or via videoconference.

**Project Information:** Volunteers will conduct background and legal research on legal services delivery in Iowa and other states, and may be assigned to perform research for Commission working groups.

**Agency Contact(s):** Brian Farrell, Chair of the Rural Access Work Group, at [brian-r-farrell@uiowa.edu](mailto:brian-r-farrell@uiowa.edu)

**Volunteer Responsibilities:** Volunteers will conduct research for the Commission or its working groups under the supervision of the contact. Work can be performed remotely. Work schedules will be determined by agreement of the volunteer and supervisor. A required initial meeting will be scheduled in early September and regular check-ins will be scheduled throughout the semester. Students may have the opportunity to participate in a regular Commission meeting during the year.

**Agency Responsibilities:** Assign and direct projects, be available as agreed 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.

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

## Iowa Volunteer Lawyers for the Arts

Iowa Volunteer Lawyers for the Arts (IVLA) is an Iowa nonprofit corporation devoted to helping artists and arts organizations gain legal assistance and education on matters that affect them. IVLA's mission is to contribute to the development and preservation of the cultural community in Iowa by providing volunteer legal services, technical expertise and educational programs to individual artists, nonprofit arts organizations, and other arts constituents. Through IVLA, qualifying artists or arts organizations can have their legal issues referred to volunteer attorneys for review and for possible low-cost representation. Its mission is helping artists and arts groups succeed on their creative abilities so that success or failure does not hinge on legal pitfalls.

**Project Information:** Students volunteering with this project will have the opportunity to serve Iowa's arts community while learning about the world of arts and entertainment law. Volunteers are exposed to numerous substantive areas of the law including intellectual property (copyright and trademark), First Amendment, immigration, labor and employment, nonprofit organizations, and business associations. IVLA is a small corporation, and during this semester of partnership with IVLA, law student volunteers will help to build and maintain the infrastructure of IVLA by maintaining its social media platforms and website, drafting white papers, and other research materials and by coordinating and executing educational outreach efforts to Iowa's arts community. Volunteers will work on their own using a computer with an Internet connection and webcam. Volunteers and supervisors will have regular conferences in person or by telephone.

**Agency Contact:** Dave Bright, President of the IVLA Board, at [dbright@uiowa.edu](mailto:dbright@uiowa.edu).

**Volunteer Responsibilities:** Students should be prepared to complete one or more research projects on a discrete legal issue relevant to the arts and entertainment law. The final product may include an oral or written report of identified resources, and a memorandum of potentially relevant material and legal analysis. Working as a team with IVLA volunteers, students will also be responsible for education and outreach to Iowa's current and future artists, as well as IVLA's communications.

**Agency Responsibilities:** Provide student with overview of research topics; description of legal issues 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. Students should spend anywhere from 1-2 hours a week working on various projects for IVLA. Periodic meetings with volunteer students and agency staff will be scheduled. An initial meeting will be scheduled at the law school in early September.

**Criteria:** One position will be available. Familiarity with legal and/or internet research is necessary. Project is open to all students, though upper-class students are preferred. Students willing to commit for the full year are preferred.

## Justice101: Research+

Justice101's seeks to teach vulnerable populations their Constitutionally protected 4<sup>th</sup> Amendment rights when interacting with law enforcement while walking, in a vehicle, at home, and at school, while emphasizing the proper time and place to assert those rights. Justice101 accomplishes this through several classes: Street Law Fundamentals, aimed at teaching law students the Justice101 curriculum to enable law students to teach the class to other populations; Street Law Essentials, aimed at adults and college students; and Street Law Basics, aimed at high school and younger students. <https://www.justice-101.org/about-us.html>

**Project Information:** Students assist with research related to Justice101's curriculum and incorporating that information into external media, including social media and other communications. This project is primarily remote and students will usually be able to work at their own pace, but there may be opportunities to attend Justice101 presentations.

**Agency Contact:** Crystal Pound, [crystal@justice-101.org](mailto:crystal@justice-101.org)

**Volunteer Responsibilities:** Students will conduct research related to 4<sup>th</sup> Amendment rights when interacting with law enforcement while walking, in a vehicle, at home and at school.

**Agency Responsibilities:** Provide guidance as needed about 4<sup>th</sup> Amendment protections and its application as related to interactions with law enforcement, as well as overall goals of marketing to vulnerable populations. 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 2-3 hours per week at mutually agreed upon times based on the law student's academic schedule.

**Criteria:** One position is available. 2L/3L with research experience is preferred but not a requirement.

## 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](http://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** for workshops, which are typically on Saturdays between 9:30-noon and Tuesdays, Wednesdays, and Thursdays between 4:00-6:00 pm.

**Agency contacts:** Jennifer Koester at [jennifer@kidsfirstiowa.org](mailto: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 academic year. Volunteers will participate in a mandatory training from **12:30-2:00 pm on Friday, September 13**. Workshops are typically scheduled on **Saturdays from 10:00-noon** and **Tuesdays, Wednesdays, or Thursdays from 4:00-6:00 pm**.

**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:** Eight positions are available. This project is open to all students. Students must attend the required training from 12:30-2:00 pm on Friday, September 13. 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.

## Lavender Legal Center

Lavender Legal Center provides legal representation and related advocacy by and for LGBTQ people. Upon seeing there was no specialized legal assistance for the LGBTQ community, Lavender Legal Center was founded in October 2020. Lavender provides direct representation, advocacy, and referrals, with a priority for serving those with low income and our LGBTQ youth. From name changes to adoptions, to collaborating with other institutions, Lavender provides vital and understanding advocacy to those in the LGBTQ community. The ultimate goal of Lavender is to provide a safe space for everyone in the LGBTQ community to access legal representation and related advocacy.

<https://www.lavenderlegalcenter.org/>

**Project Information:** Student volunteers will help Lavender with a wide variety of legal based work. There will be research opportunities ranging from legal in nature to resource gathering. For example, we often need research and corresponding memos on legal issues that affect multiple clients. (I.e., privacy in background checks for trans people.) Or, because we take a holistic approach to our services, we may need research on additional supports for an LGBTQ client. (Such as affordable or LGBTQ affirming housing in a particular area of the state.) Lavender Legal Center also provides legal clinics throughout Iowa, usually with a focus on name and gender marker changes and advance directives for healthcare. Volunteer(s) will help in the coordination and implementation of these clinics and/or directly assist the day of the clinic.

**Organization Contact:** Kendra Weston [kendra@lavenderlegal.org](mailto:kendra@lavenderlegal.org)

**Volunteer Responsibilities:** Students will assist Attorneys Kendra Weston and Janice Binder by preparing or editing legal forms for Lavender; complete research projects which will then be turned into formal guides, lists, or brief memos; and coordinate and volunteer at legal clinics.

**Agency Responsibilities:** Provide the student with an overview of the forms needed and any supporting documents to aid in the creation of those forms; descriptions of legal issue or other needed advocacy to be researched; guidance about potential sources; clear deadlines; and available via phone/email/video call for regular check-ins and feedback.

**Expectations/Time Commitment/Scheduling:** Most projects are low time commitment, averaging about 1-2 hours per week. Clinics require more time, with a commitment of around 6 hours on the day of the clinic.

**Criteria:** One student position available. Volunteers will work remotely. Suitable for all students, but preference for those with a public interest background and/or those who have worked or otherwise identify with the LGBTQ community.

## Muscatine Legal Services: Self-Help Family Law Clinics

Muscatine Legal Services (MLS) provides legal services to eligible clients (within certain income and asset parameters) to protect basic rights and assist in resolution of various civil legal problems. MLS assists clients in matters regarding family law, debt collection, government benefits, housing and employment.

<https://muscatinelegal.com/>

**Project Information:** Law students will assist persons who are representing themselves in a divorce or custody proceeding using the forms provided by the Supreme Court of Iowa. Under the supervision of a volunteer attorney or MLS staff member, students will review forms with litigants and assist them in filling them out. Students will refer legal questions to the on-site attorney. **This semester's clinic will be scheduled in October in Muscatine. This project requires travel to Muscatine Legal Services, in downtown Muscatine, Iowa,** but driving there and back will be reimbursed at the 2023 IRS mileage rate.

**Agency contact:** Nate Legue at [nate@leguelaw.com](mailto:nate@leguelaw.com).

**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 in early September, and a self-study of provided materials prior to the training.

**Agency responsibilities:** MLS 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. Agency will provide dinner the night of the clinic.

**Time commitment/Scheduling:** Students will be expected to commit approximately a total of 6 to 10 hours to the project during the semester, including training time.

**Criteria:** Up to five positions are available. Suitable for all students, particularly those interested in family law.