



Indiana Pro Bono Commission
 230 East Ohio Street, Suite 400
 Indianapolis, IN 46204

**COMBINED 2008 DISTRICT REPORT, 2010 PRO BONO GRANT APPLICATION,
 AND 2010 PLAN**

Pro Bono District 4

Program Name: Indiana District 4 Pro Bono Corporation

Mailing Address: P. O. Box 1455, 639 Columbia Street

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Judicial Appointee: Rex W. Kepner, Benton County Circuit Court

Plan Administrator: Timothy E. Peterson

**Names of Counties served: 8 (Benton, White, Carroll, Clinton, Montgomery, Fountain,
 Warren, and Tippecanoe**

Number and Percentage of volunteer attorneys (as defined on page 3) who rendered pro bono service to at least one low-income client during the year or who accepted a pro bono case in 2008 per registered attorneys in district, i.e. the district's pro bono participation rate:

31 % 7.73

Please also provide pro bono participation rates by county, if available.

<u>County</u>	<u>Registered Attorneys</u>	<u>Volunteer Attorneys</u>	<u>Participation Rate</u>
Benton	9	3	33%
Carroll	18	3	16%
Clinton	29	4	14%
Fountain	22	2	9%
Montgomery	42	8	19%
Tippecanoe	253	7	2.8%
Warren	6	2	33%
White	22	2	9%

Number of volunteer attorneys (as defined on page 3) who provided pro bono representation for at least 50 hours during 2008: 4

Number of potential clients requesting help in 2008 (limit this to actual intake done or sessions in which plan administrator or his/her delegate provided more than minimal assistance): 1,015

Number of potential clients who were actually provided with legal services (through volunteer attorney referral or assistance organized by the plan administrator) as a result of their request: 71 (Benton: 10, Carroll: 12, Clinton: 10, Fountain: 2; Montgomery: 19, Tippecanoe: 9, Warren: 7, White, 2) Please provide this information by county, if available.

Amount of grant received for 2009: \$125,529

Amount of grant (2009 & prior years) projected to be unused as of 12/31/09: \$10,640

Amount requested for 2010: \$114,889

2010 PLAN SUMMARY

1. **Please write a brief summary of the 2010 grant request. Please include information regarding your district's planned activities including committee meetings, training, attorney recognition, newspaper or magazine articles, marketing and promotion. The grant request should cover needs to be addressed, methods, target audience, anticipated outcomes, and how past difficulties will be addressed.**

Plan Administrator: in 2010, the Plan Administrator will continue efforts to recruit more attorneys for pro bono work by meeting with local bar associations, participating in statewide administration and planning of pro bono services, conducting CLE and programs, holding Talk to a Lawyer programs, and administering client intake and pro se services. Difficulties encountered in the past year include the dramatic increase in the demand for pro bono services and an increase in Hispanic clients. These difficulties will be met by recruiting more pro bono attorneys, expanding the use of volunteers from Purdue University and IVY Tech in conducting client intake and promoting the use of pro se materials to meet many legal needs. The language barrier will be met by expanding language translation assets by training staff in Spanish and recruiting Spanish speaking volunteers.

Attorney Recruitment and Recognition: District 4 will continue to work with district bar associations to recruit attorneys and conduct recognition events through award events, press releases, and recognition of award winners on District 4's "Hall of Fame" to appear on District 4's new web site. District 4 has also adopted a goal of providing twelve hours of low-cost CLE and one hour of ethics credit each year to local attorneys as an inducement to take cases. Increasing resistance to pro bono work has been encountered over the last year due to "burn out" among older, long-term volunteers and due to economic stress within practicing attorneys. This new barrier can be overcome only by better promotion of unbundled legal services and alternative dispute resolution models. These issues will be addressed in CLE conferences, District 4 promotional materials and on District 4's web site, and by recruiting younger lawyers.

Increasing Number of Volunteer Attorney Cases: Increasing numbers of cases will be accomplished by expanding the promotion of District 4's services through the creation of a web site, circulating press releases, parenting guidelines and other promotional material, holding increasing numbers of Talk to a Lawyer Programs, and continuing liaison with court clerks.

Montgomery County Legal Aid ("MCLA"): Organized by the Montgomery County Bar Association, county attorneys participate in a weekly rotation as the "legal aid" attorney twice per year. District 4 will continue working with MCLA to quantify the number of clients served and hours donated by MCLA attorneys.

Community Legal Education Presentations: District 4 will continue to work with the Purdue Student Government, Supreme Court on conducting legal programs for the Purdue community, including Talk to a Lawyer day programs on campus. Programs will also be conducted in conjunction with the sponsorship of the Tippecanoe County Public Library, and other District 4 social welfare organizations.

Pro Se Activities: District 4 will continue to meet client demand for legal services by distributing pro se packets to clients. District 4 is also assembling packets of pro se forms that can be updated with the assistance of lawyers to be distributed either through its web site or at District 4's offices in Lafayette. District 4 will work with other Plan Administrators to ensure that all packets are fully peer reviewed and developed for full use by all districts in Indiana.

Tippecanoe County Adult Guardianship Project: District 4 will continue its work with community stakeholders to develop and implement a permanent adult guardianship program in Tippecanoe County. District 4 will work on recruiting volunteer attorneys to assist with the legal work to establish permanent and temporary guardianships.

Client Intake, Eligibility, Case Referral and Administration: District 4 will continue to work with Indiana Legal Services to conduct client intake, eligibility screening and case referral. Legal Aid Corporation of Tippecanoe County will also conduct client intake, eligibility screening, case referral and pro bono attorney recruitment in Tippecanoe County. District 4 will provide clerical assistance to support Indiana Legal Services intake process.

2008 REPORT OF VOLUNTEER ATTORNEY CASES IN DISTRICT 4

Please attach additional pages for each pro bono provider that receives IOLTA funding, whether directly or indirectly, in your district. See the sample additional pro bono provider page 3A. Please list one case per each line in the chart below. The information provided in this chart, and the charts immediately following, should be for the calendar year 2008 and not the fiscal year.

Definitions:

Case: A legal matter referred to and accepted by a pro bono attorney volunteer. This includes mediation and GAL services.

Volunteer Attorney: An attorney who has rendered pro bono service to at least one low-income client during the year or accepted a pro bono referral from the identified program. This does not include attorneys who are in the list of pro bono volunteers but who have never taken a case. The case numbers do not include cases screened, only cases actually referred to a pro bono attorney. This also includes an attorney who has worked solely on a pending pro bono case that was neither opened nor closed during the reporting year. Volunteer attorneys for modest means programs may be counted, as long as they are separately identified as such.

Case Type: Please use the abbreviations listed in Indiana Supreme Court Administrative Rule 8(B)(3) or any other defined abbreviation. Please be sure to include the mortgage foreclosure code of MF, if applicable.

Program Name (includes legal service provider, court, plan administrator, bar association, and other organizations or individuals): **Indiana District 4 Pro Bono Corporation IOLTA funding accounts for 100 % of total pro bono provider budget. Please state the percentage of volunteers and cases which are attributable to IOLTA funding 100 %. If this percentage is substantially more than the percentage of IOLTA funding, please explain.**

Volunteer Attorney Name	County of case	Was case pending at beginning of 2008?	Was case opened in 2008?	Was case closed in 2008?	Number of hours worked on case if closed in 2008 (include prior years' hours)	Case Type
Judson Barce	Benton		Y	Y	2	Administrative
			Y	N		Non-Profit
			Y	Y	1	Non-Profit
			Y	Y	2	Health Care
William Weist	Benton		Y	Y	10	Non-Profit
Hunter Reece	Benton	Y		Y	19.5	Debtor/Creditor
			Y	Y	2.5	Family Law
			Y	Y	.8	Debtor/Creditor
TOTAL:	<i>No total needed</i>	TOTAL:	TOTAL:	TOTAL:	TOTAL:	<i>No total needed</i>

Volunteer Attorney Name	County	Was case pending at beginning of 2008?	Was case opened in 2008?	Was case closed in 2008?	Number of hours worked on case if closed in 2008 (include prior years' hours)	Case Type
Hunter Reece	Benton		Y	Y	4.25	Family Law
			Y	Y	11.1	Family Law
Totals		1	9	9	53.15	
Dick N. Bishop	Carroll		Y	Y	7.2	Taxation
			Y	Y	7.2	Non-Profit
			Y	Y	7.2	Non-Profit
			Y	Y	7.2	Non-Profit
Cynthia Harmon	Carroll	Y		Y	7.1	Guardianship
			Y	N		Family Law
			Y	Y	3.5	Guardianship
			Y	Y	3.7	Guardianship
			Y	Y	4.7	Guardianship
Miriam Robeson	Carroll		Y	Y	30	Non-Profit
			Y	Y	23.5	Non-Profit
			Y	Y	10	Non-Profit
Totals	Carroll	1	11	11	111.3	
Bradley Mohler	Clinton	Y		N		Family Law
			Y	Y	2	Family Law
			Y	Y	1	Non-Profit
James D. Moore	Clinton		Y	Y	1.3	Family Law
			Y	Y	1	Debtor/Creditor
			Y	Y	.8	Estate
Gene Robbins	Clinton		Y	Y	8.1	Tax
John Shoup	Clinton		Y	Y	8.9	Guardianship
			Y	Y	12.1	Family Law
			Y	Y	7.1	Family Law
Totals	Clinton	1	9	9	42.5	
Jon McCarty	Fountain		Y	Y	200	Family Law
Daniel Young	Fountain		Y	Y	7.7	Family Law
Totals	Fount.		2	2	207.7	
Sarah H. Dicks	Mont.		Y	Y	4	Family Law
			Y	N		Family Law
			Y	Y	5	Family Law

S. B. Donaldson	Mont.		Y	Y	2.5	Landlord/Ten.
J. L. Harris	Mont.	Y		Y	4.5	Probate
		Y		Y	20.5	Probate
Elizabeth Justice	Mont.	Y		Y	54.6	Family Law
			Y	Y	1.5	Family Law
			Y	Y	1.3	Family Law
			Y	Y	1	Small Claims
Susan Milligan	Mont.	Y		Y	11	Non-Profit
			Y	Y	6	Non-Profit
		Y		Y	14.3	Family Law
R. Reimondo	Mont.		Y	Y	1	Guardianship
Patricia Sosbe	Mont.	Y		Y	10.35	Family Law
			Y	Y	1.5	Estate
		Y		Y	3	Real Estate
		Y		Y	17.15	Family Law
S. Weliver	Mont.		Y	Y	3.85	Family Law
Totals Mont.	Mont.	8	11	18	163.05	
Monica Doerr	Tippe.		Y	Y	7.5	Guardianship
			Y	Y	4	Guardianship
Rodney Forbes	Tippe.		Y	Y	20	Administrative
			Y	Y	20	Non-Profit
Chris Hopson	Tippe.	Y		Y	5	Family Law
Diane Hurtt	Tippe.		Y	Y	5.4	Family Law
Crystal Sanders	Tippe.		Y	Y	7	Family Law
Michael Troemel	Tippe.		Y	Y	100	Family Law
Patricia Truitt	Tippe.	Y		Y	6.3	Guardianship
Totals	Tippe.	2	7	9	175.2	
James McCabe	Warren		Y	Y	1	Custody
			Y	Y	1	Name Change
			Y	Y	.2	Family Law
			Y	Y	3	Probate
			Y	Y	3	Probate
N. Litzenberger	Warren		Y	Y	2	Guardianship
			Y	Y	5	Non-Profit
Totals	Warren		7	7	15.2	
Cynthia Harmon	White		Y	Y	3	Guardianship
Rebecca Trent	White		Y	Y	4.7	Family
Totals	White		2	2	7.7	
Grand Totals	Dist. 4	13	58	67	775.6	

**2008 REPORT OF VOLUNTEER ATTORNEY LIMITED INFORMATION ACTIVITY
IN DISTRICT 4**

This limited legal information chart can include activities such as pro se clinics and call-in or walk-in informational services. Please attach additional pages for each pro bono provider that receives IOLTA funding, whether directly or indirectly, in your district. See the sample additional pro bono provider page 4A. Please list each attorney only once in the volunteer attorney column but complete one line for each type of legal information activity for that attorney.

Program Name (includes legal service provider, court, plan administrator, bar association, and other organizations or individuals): **Indiana District 4 Pro Bono Corporation**

Volunteer Attorney Name	County	Type of Activity	Number of Hours
Roger L. Miller	Clinton	Pro Tem Judge	675
Sandra Dukes	Tippecanoe	Talk to a Lawyer	4
Jeffrey Newell	Tippecanoe	Talk to a Lawyer	2
Monica Doerr	Tippecanoe	Talk to a Lawyer	8
Christopher Redmaster	Montgomery	Talk to a Lawyer	2
Rebecca Trent	White	Talk to a Lawyer	8
John Shambach	Fountain	Talk to a Lawyer	8
Ed Stachowicz	Tippecanoe	Talk to a Lawyer	16
Joseph Bartlett	Tippecanoe	Talk to a Lawyer	8
Linda Kampe Houtz	Tippecanoe	Talk to a Lawyer	4
J. Michael Trueblood	Montgomery	Talk to a Lawyer	2
Ken Weller	Tippecanoe	Talk to a Lawyer	4
James Rowings	Tippecanoe	Talk to a Lawyer	4
James Grieves	Tippecanoe	Talk to a Lawyer	2
Timothy Broden	Tippecanoe	Talk to a Lawyer	2
Sybil Sharvelle	Tippecanoe	Talk to a Lawyer	4
Earl McCoy	Tippecanoe	Talk to a Lawyer	4
Chad Montgomery	Tippecanoe	Talk to a Lawyer	4
Cynthia Harmon	Carroll	Talk to a Lawyer	4
Diane Rae Hurtt	Tippecanoe	Talk to a Lawyer	2
Kirk Freeman	Tippecanoe	Talk to a Lawyer	2
Wesley Marion	Tippecanoe	Talk to a Lawyer	2
Jerry Altman	White	Talk to a Lawyer	2
John Shoup	Clinton	Talk to a Lawyer	4
Crystal Sanders	Tippecanoe	Talk to a Lawyer	2
Ann Ginda	Tippecanoe	Talk to a Lawyer	4
Kirk Eicher-Miller	Tippecanoe	Talk to a Lawyer	4
TOTAL:			TOTAL: 787
OVERALL VOLUNTEER ATTORNEY TOTAL:	775.6	787	OVERALL HOURS TOTAL: 1,562.6

Please list your District's 2008 activities—including committee meetings, training, attorney recognition, newspaper or magazine articles, marketing and promotion—in chronological order.

<u>Date</u>	<u>Activity</u>
1/9	Indiana District 4 Board Meeting
1/21	Talk to a Lawyer Today on Martin Luther King Day
2/27	Indiana District 4 Board Meeting
3/18	Fountain County Award Dinner
3/26	Indiana District 4 Board Meeting
4/16	Plan Administrators' Retreat
4/26	Pro Bono Conclave
4/24	Second Annual Spring CLE Event, 3.5 hours CLE
4/24	Annual Award Dinner
5/4-5/8	Equal Justice Conference attendance
5/28	Indiana District 4 Board Meeting
6/25	Indiana District 4 Board Meeting
7/28	Legal Needs of the Poor Annual Meeting
8/27	Indiana District 4 Board Meeting
9/19	Talk to a Lawyer Day at Purdue
9/24	Indiana District 4 Board Meeting
10/3	Plan Administrators' Retreat
10/3	Justice Randall T. Shepard Award Dinner and Ceremony
10/21	Montgomery County Award Luncheon
10/21	Annual Meeting for District 4 and Award Ceremony. 1 Hour of CLE
11/10	Transition Fair at Twin Lakes H.S., Monticello
11/19	Family Services Award Dinner, Receive Award
12/4	Indiana District 4 Board Meeting
12/5	Guardianship Conference, Merrillville, IN
12/12	Video Replay of Amazingly Interesting CLE for Attorneys With...
12/16	Indiana Pro Bono Commission Board Meeting
12/19	Video Replay of Amazingly Interesting CLE for Attorneys With...

2008 REPORT

Please provide a short summary of how the provision of pro bono service is coordinated in your district, including the intake process, the relationships of pro bono providers in the district, how referrals are made, and how reporting is done.

District 4 and the Lafayette Indiana Legal services, Inc. (“ILS”) office coordinates Community Volunteer Lawyer Panels in Benton, Carroll, Clinton, Fountain, Warren and White Counties. ILS conducts intake and screens for eligibility. The Plan Administrator and Legal Assistant refer the eligible clients to panel members. The Plan Administrator and ILS staff periodically monitors case progress and hours spent, offers malpractice insurance, and litigation support. The Legal Aid Corporation of Tippecanoe County (“LACTC”) coordinates these responsibilities for Tippecanoe County. Panel members contacted directly by potential client can refer clients to ILS and LACTC for referral back to the panel members to obtain the benefits of program involvement.

Montgomery County has maintained a separate program, Montgomery County Legal Aid, for many years. Participating attorneys serve as legal aid lawyer of the week for two (2) weeks each year, seeing indigent individuals seeking pro bono legal services. Referrals are made by the Montgomery County Clerk’s office to the intake process available through ILS. Clients that contact ILS are interviewed and screened for eligibility. Eligible clients are then referred by the Plan Administrator to the lawyer of the week on the Montgomery County Legal Aid Roster.

Please describe any special circumstances affecting your District’s 2008 implementation of its plan.

During 2008, the Adult Guardianship Advocacy Project (“AGAP”), which had been assisting adults to establish temporary guardianships through a volunteer lawyer panel assisted by District 4 came under serious financial and administrative problems that seriously diminished the functioning of the program. Funding problems led to the termination of the AGAP program in May 2009. During 2008, Tippecanoe County became a focus for a more comprehensive program that is to be called the Tippecanoe Adult Guardianship Services program, which will endeavor to provide permanent guardianship services to needy adults. Much development will need to be conducted by District 4, including working with other local stakeholders, to clarify and establish a guardianship program that is adequately funded and organized properly to provide efficient and effective services to the target population.

The economic situation has adversely affected many law practices in District 4. Economic restraints have caused many law firms to cut back on volunteer work. Additionally, many long-time stalwarts in the local bar associations have become “burned out” and are becoming more reluctant to engage in pro bono work. District 4 will concentrate on promoting unbundling of legal services to local attorneys so that the work load required to provide legal services to low-income clients is less burdensome. District 4 will also pursue alternative dispute resolution procedures, such as non-binding arbitration, for the settlement of family law disputes to decrease the demand and time needed to provide pro bono services. Expanded recruitment activities will also be directed at younger attorneys who may be more receptive to the concept of unbundled legal services.

BUDGETS for 2008, 2009 and 2010					
Income Category	Final 2008 Income	2009 Actual Income To 6/30/09	2009 Budget	2010 Budget	Difference between 2009 and 2010
A. INCOME					
1.IOLTA Grant Amount	80,825	125,529	125,529	114,889	(10,640)
2. Previous year carryover	21,587.18	10,640	0	10,640	10,640
Other Income: <i>Explain source in narrative. Donations & Other Grants</i>	1,770	500	0	1,500	1,500
3. Gross CLE Receipts	2,249.8	285	1,500	1,000	(500)
4. Interest Income	1,667.89	791.09	1,500	500	(1,000)
5. Total Income (sum of lines A1-A4)	108,099.87	137,745.09	\$128,529	\$128,529	\$0
Expense Category	2008 Actual Expenditures	2009 Actual Expenditures to 6/30/2009	2009 Budget	2010 Budget	Difference between 2009 and 2010
B. PERSONNEL EXPENDITURES					
1. Plan Administrator (Salary & FICA)	60,000	35,728.44	66,600	68,896	2,296
2. Paralegals (Salary & FICA)	189.75	6,522.48	13,045	13,422	377
3.Support Staff Other – Please Explain	0				
4. Employee Benefits					
A. Insurance (WC, Health, Life)	11,336.76	5,221.32	10,934	11,154	220
B. Retirement plans			1,250	1,523	273
C. Other- Please Explain	71,526.51		500	500	0
5. Total Personnel expenditures (sum of lines B1-B4c)	\$71,526.51	\$47,472.24	\$91,829	\$93,924	\$3,166
C. NON-PERSONNEL EXPENSES					
1. Occupancy (include utilities)	2,604	2,999.94	4,000	4,000	0
2. Equipment Rental	204	299.94	400	400	0
3. Office Supplies	406.49	2,201.01	600	600	0
4. Telephone	3,089.02	2,089.55	4,500	4,500	0
5. Travel	333.34	521.39	4,500	3,000	(1,500)
6. Training/Conferences	2,171.57	856.83	1,500	1,500	0
7. Library/Info. Technology	86.02	0	500	500	0
8. Malpractice Insurance/D&O insurance	0	0	2,000	2,000	0
9. Dues & Fees	233.96	5	500	500	0
10. Marketing & promotion	1,107.57	3,526.70	2,000	2,834	834
11. Attorney recognition	3,496.47	0	3,500	3,500	0
12. Litigation expenses	181	156	2,000	1,000	(1,000)
13. Equipment Acquisition	4,364.99	0	1,500	1,000	(500)
14. Contract Services	7,655.37	2,944.4	7,200	7,200	0
15. Grants to other pro bono providers	0	0	0	0	
16. Other- Please Explain	0	0	2,000	1,000	(1,000)
17. Total Non-Personnel Expenditures (sum of lines C1-C-17)	25,933.80	14,755.94	36,700	34,605	(3,166)

D. TOTAL EXPENDITURES (sum of B5 & C18)	97,460.31	62,228.18	128,529	128,529	0
E. ENDING FUND BALANCE (A4 less D)	10,640.00	75,517.00	0	0	0

2010 Budget Narrative

Please provide descriptions of the following line items in the foregoing budget chart, by item number, in the space provided. Please explain any other budget entries that are not self-explanatory, including other sources of income and any significant deviation in requests from previous years.

A, Other Income includes donations from local law firms and other grant money received from the Indiana Bar Foundation for attendance at the Equal Justice Conference.

Lines (B) (1), (2), (3), (4) Please indicate the number of hours per week for each personnel position, rate of pay, and all employee benefits.

B(1): Full-time (37.5 hours per week) attorney plan administrator position at rate of \$64,000 (includes a \$2,000 costs of living raise over 2009) annual salary (19 year practitioner), plus FICA.

B(2): The cost of the clerical staff person is based upon one half time legal secretarial position with three to five years experience with at a rate of 12,867 (which includes a \$750 cost of living raise over 2009) plus FICA.

Line (C) (1) Please describe the occupancy cost in terms of square footage, utilities or other amenities and indicate whether the occupancy cost is above or below the market rate for that space.

(C)(1): Occupancy cost is approximately \$10.80 per square foot and is average for downtown Lafayette based on the distance from the courthouse. Amount charged is factored on total ILSI office space square footage and footage of plan administrator’s office and one half the value of the space allocated to the new clerical staff person.

One supplemental, explanatory page may be added to the end of this report and plan.

ANNUAL TIMETABLE FOR SUBMISSION OF FORMS AND CHECKS:

First week of January:	Checks distributed
July 1:	Annual report, plan and grant application due to IPBC
November:	Notification of awards
December 1:	IBF grant agreement due and revised budget due