



Pro Bono Legal Services for Nonprofits

Facilitators:


Renee Kelly and Carmela Reed




Agenda




- Introductions
- Why Is It Important
- Non-Profit Eligibility Requirements
- Services We Can Provide to Non-Profits
- Referral Services




Introduction



- Nevada Legal Services (NLS) is a non-profit provider of legal aid services with pro bono coordinators housed in both Reno and Las Vegas
- NLS is grant funded and is the only LSC (Legal Service Corporation) funded organization in Nevada.
- NLS has four offices statewide; one in Las Vegas, one in Reno, and satellite offices in Carson and Elko.
 - Carmela – Las Vegas - Carmela Reed (702) 386-0404 ext. 140 creed@nslaw.net
 - Renee – Reno - Renee Kelly (775) 284-3491 ext. 218 rkelly@nslaw.net
 - Renee – Carson (See contact info above)
 - Renee – Elko (See contact info above)
- NLS provides services to low income individuals and to some non-profit organizations through outreach clinics, educational seminars, and legal representation.





Why Is It Important





Pro bono legal services for nonprofits is important because ...

- It is in the best interest (publically and legally) for all nonprofits to have legal documents in place, such as bylaws, articles of incorporation, policies, etc.
- Legal education and advice can be expensive.
- Small to mid-size nonprofits often cannot afford legal counsel.
- Many low income clients who nonprofits serve also cannot afford legal counsel. There are legal resources for them.
- For attorneys, they ...
 - give back to the community and
 - get a chance to work with nonprofits who may hire them in the future


Eligibility Requirements
for Organizations


- Representation of prospective client cannot be a conflict;
- Organization must be a non-profit and organization must lack the financial means of hiring legal counsel; AND
- Either:
 - The group’s membership or operating body is composed of individuals who are financially eligible for NLS’ services OR
 - The group’s principal activity is delivering services to individuals that are eligible for NLS’ services and the legal assistance sought relates to delivery of that service


Services Provided


- General legal education
 - NLS offers seminars and legal clinics on a variety of topics
- Legal advice
 - NLS staff can offer legal advice on employment issues
 - NLS can provide guidance on drafting policies, personnel handbooks, bylaws and other business documents
- Referrals to pro bono attorneys
 - Assistance in establishing non-profit status
 - Representation in bankruptcy proceedings



Seminars, Clinics, & Events



Southern Nevada

- **Tonopah:**
- October 1, 2013 11:00am-1:00pm General Legal Clinic Tonopah Senior Center
- **Pahrump:**
- October 3, 2013 1:30pm-3:30pm Pahrump Self-Help Forms Clinic at [Stovall and Associates at 3250 Highway 160 Ste 6, Pahrump NV](#)
- November 7, 2013 1:30-3:30 Pahrump Health Care Directives at [Stovall and Associates at 3250 Highway 160 Ste 6, Pahrump NV](#)
- December 5, 2013 1:30pm-3:30pm Pahrump Legal Assistance Clinic at [Stovall and Associates at 3250 Highway 160 Ste 6, Pahrump NV](#)
- **Caliente:**
- December 4, 2013 11:00am-1:00pm Caliente Seniors Legal Assistance Clinic at [Caliente Senior Center on 240 Main St Caliente, NV](#)
- **Las Vegas:**
- October 17, 2013 10:00am-1:00pm Health Care Directives and You at [West Charleston Library at 6301 West Charleston Blvd Las Vegas NV](#)
- October 23, 2013 12:00-1:30pm Champions of Justice Awards Luncheon [Las Vegas Country Club 3000 W. Joe W Brown Las Vegas NV](#)
- November 11, 2013 10:00am-4:00pm Project Salute Clinic for Veterans at [Palace Station at 2411 E Sahara Ave Las Vegas, NV](#)
- December 11, 2013 12:00pm-2:00pm Small Claims Made Simple at [West Charleston Library at 6301 West Charleston Blvd Las Vegas NV](#)




Seminars, Clinics, & Events



Northern Nevada

RENO:

- **2nd Wednesday (excluding holidays) Self Help Forms Completion Clinic** (4:00 pm - 6:00 pm)
 - held at Second Judicial District Court, 75 Court Street, Room 116
- **The following clinics will be held at [204 Marsh Avenue, Reno, NV 89509](#) on the **3rd Floor****
- **1st & 3rd Wednesday (excluding holidays) Self Help Forms Completion Clinic** (2:00 pm – 4:00 pm)
- **2nd Thursday of every other month: Education Class - Sealing Criminal Records (3:00-5:00 p.m.)** *Call to inquire for dates*
- **3rd Thursday of each month: Bankruptcy Education Class** (1:15 pm – 3:15 pm)
YOU MUST REGISTER FOR EDUCATION CLASSES ONLY- 775-284-3491 x214



Seminars, Clinics, & Events



CARSON CITY:

- **NV Supreme Court Law Library - 201 S. Carson Street** (enter on Stewart Street)

- **2nd Thursday of each month: Self Help Forms Completion Clinic**
(1:30 pm – 3:30 pm)
- **2nd Thursday of each month: Education Class** (3:30 pm – 5:00 pm)
Topic changes monthly – **Call to inquire**
YOU MUST REGISTER FOR EDUCATION CLASSES ONLY- 775-284-3491 x214

- **Carson City Library - 900 N. Roop Street 4th Thursday of each month: Self Help Forms Completion Clinic** (1:30 pm – 3:30 pm)



Seminars, Clinics, & Events



GARDNERVILLE/MINDEN :

- **Douglas County Social Services Offices, 1133 Spruce St., Gardnerville, NV**
Education Class (10:00 am – 12:00 pm)- Topic changes monthly
Call to inquire YOU MUST REGISTER FOR EDUCATION CLASSES ONLY- 775-284-3491
x214

ELKO:

All clinics are held at the Elko Public Library, 720 Court Street

- **Education Clinics are held the 4th Wednesday of each month,**
(1:00 pm – 2:30 pm)

- **Self Help Forms Completion Clinic is held the 4th Wednesday of each month, (2:30**
pm – 4:30 pm)




Seminars, Clinics, & Events




PRO BONO WEEK EVENTS
 OCTOBER 19th – OCTOBER 24th, 2013

- **October 19, 2012 – Law Fair @ Meadowood Mall**
 (Center Mall) 10:00 am – 4:00 pm
 (Sponsored by Nevada Legal Services)
 - **October 21, 2013 – Nevada Legal Services**
 Champions of Justice Luncheon at the Peppermill Resort Spa & Casino
 - **October 22, 2013 CLE Events**
 Poverty Simulation & Bad Debt Practices
 – Contact Renee @ 334-3051 for more information
 - **October 22, 2013 – Lawyer in the Library**
 Family Law 5:00 pm – 7:00 pm
 (Sponsored by Second Judicial Court Law Library)
- **October 23, 2013 – Self Help Forms Clinic**
 10:00 am – 4:00 pm (Room 116)
 (Sponsored by Nevada Legal Services and Second Judicial Court Law Library)
 - **October 23, 2013 - Lawyer in the Library**
 General Law 5:00 pm – 7:00 pm
 (Sponsored by Second Judicial Court Law Library)
 - **October 24, 2013 – Lawyer in the Clerk’s Office**
 10:00 am – 4:00 pm (Room 116)
 (Sponsored by Nevada Legal Services and Second Judicial Court)



Legal Advice



- Policies
 - Conflict of Interest*
 - Code of Ethics*
 - Confidentiality
 - Document Destruction
 - Document Retention
 - Donor Bill of Rights**
 - Informal Grievance
 - Fulfilling Donor Intent
 - Gift Acceptance**
 - Nepotism
 - Nondiscrimination
 - Public Policy Guidelines
 - Whistle Blower*

- Articles of Incorporation
- Charter or Bylaws*
- Personnel Handbooks
- Contracts and Agreements
- Other
 - _____
 - _____
 - _____

***Best Practice:** Include On Website Public Disclosures Page | From GrantReadiness.com

****Best Practice:** Include on Donor Page | From AB 60 Compliance Toolkit (ANN)



Contact Info



- Northern Nevada
Renee Kelly (775) 284-3491 ext. 218
rkelly@nslaw.net
- Southern Nevada
Carmela Reed (702) 386-0404 ext. 140
creed@nslaw.net



Q&A






Upcoming Webinars & Regional Conferences






The screenshot shows the ANN website homepage with a navigation menu, a 'What's Hot?' section featuring an August Special on board leadership modules, and a login section for members and staff.

- **October 9** – 9 am – Webinar: *Board Training*
- **October 24** – 9 am – Webinar: *Fundraising Toolkit*
- **November 6** – 9 am – Webinar: *Unemployment Insurance Products*
- **November 7-8** – Reno Conference for Nonprofits
- **November 14-15** – Las Vegas Conference for Nonprofits



Watch Your Inbox For Email & Your .pdf





A blue arrow points from the text above to the PDF cover. The cover features a teal circular graphic with the number '10' and the text 'THINGS EVERY BOARD MEMBER NEEDS TO KNOW'. The main title is 'Risk Management Your Role as a Board Member'. The author is 'By Keri Spencer with Vincent Hyman' and it is 'Revised September 2012'.