



CANCER LEGAL CARE

Volunteer Attorney Basics

Estate Planning

FIRST—thank you so much for volunteering with Cancer Legal Care. We could not do what we do without you, and we hope you find this experience both useful and gratifying.

We offer basic estate planning to our clients who have gross monthly income under 300% of the federal poverty guidelines (see chart below). As means of comparison, most legal service organizations use 125% of the federal poverty guidelines. Our guidelines are fluid because we serve a special client population: cancer patients can so quickly go from having a stable income to facing foreclosure or bankruptcy.

We also do a basic screen for assets. To be eligible, clients are allowed to have a “normal” amount of assets: home, cars, retirement, savings; but generally not second homes, out-of-state cabins, businesses. If you find out information from the client that’s inconsistent with our guidelines or what we’ve told you, please contact the attorney who assigned you the case.

# of Persons in Household	2020 Federal Poverty Level for the 48 Contiguous States (Monthly Income)						
	100%	133%	138%	150%	200%	300%	400%
1	\$1,063	\$1,414	\$1,467	\$1,595	\$2,127	\$3,190	\$4,253
2	\$1,437	\$1,911	\$1,983	\$2,155	\$2,873	\$4,310	\$5,747
3	\$1,810	\$2,407	\$2,498	\$2,715	\$3,620	\$5,430	\$7,240
4	\$2,183	\$2,904	\$3,013	\$3,275	\$4,367	\$6,550	\$8,733
5	\$2,557	\$3,400	\$3,528	\$3,835	\$5,113	\$7,670	\$10,227
6	\$2,930	\$3,897	\$4,043	\$4,395	\$5,860	\$8,790	\$11,720
7	\$3,303	\$4,393	\$4,559	\$4,955	\$6,607	\$9,910	\$13,213
8	\$3,677	\$4,890	\$5,074	\$5,515	\$7,353	\$11,030	\$14,707

Most clients are looking for wills (simple or complex), health care directives, and powers of attorney. Some need basic real estate deeds. That is the extent of our pro bono offering—we don’t do living trusts or complex estate planning, and don’t expect you to, either.

Here is our process:

1. A client calls Cancer Legal Care to ask about estate planning;
2. We income/asset screen to determine their eligibility;
3. We check our database for a volunteer attorney who works near the client;
4. We email the volunteer attorney basic information to see if they’re available;
5. If they are, we call the client and give them the attorney’s information; and
6. The volunteer attorney and client work together independent of us, meaning you use your intake, your process, and your forms. We’re happy to help if you need forms or have questions.

In our initial email to you, we will make clear that it’s a pro bono case, meaning that the volunteer attorney will not charge the client anything (exception for Transfer on Death Deed

filing fees). Our pro bono work is offered to partners, too, though we'll try to inform you of that upfront so it won't come as a surprise.

If you accept a client and are no longer able to work with them, please contact the attorney who assigned you the case. Please do not refer them to another lawyer.

Other Things of Note:

- If you are a solo or small firm practitioner, we do require that you carry your own malpractice insurance. However, your work with Cancer Legal Care clients will be covered under our malpractice policy.
- You cannot have been disciplined by the Office of Lawyers Professional Responsibility.
- We place about 15 clients per month. On average, you might be asked to take a case every couple months.
- We usually assign lawyers to cases based on where the client lives or receives treatment. This generally means that metro lawyers will be called on more than outstate lawyers.
- If we assign you a case and you don't hear from the client within a week or two, you're welcome to reach out to us and we can follow up with the client.
- We have no minimum hours to volunteer. You're valuable to us whether you handle one case or 100 cases.
- Some of our clients need a lawyer to travel to them, and some have an immediate need. We will be clear about this when asking you to accept a case. Please be honest with us about your boundaries, and please respect the clients' needs.
- Some of our clients are actively dying, so cognizance is a concern. We are often able to screen out clients before placement, but if you accept a case and feel like the client is not of sound mind, we respect that determination. Just let us know.
- You have no obligation to accept a case. However, if you repeatedly decline cases, we may talk with you about whether this is a good fit, or how else we might better work together.
- Cancer Legal Care is an approved legal services provider, so your work with us means you may be eligible for CLE credit under [CLE Rule 6C](#).
- Annually, for funding purposes, we ask you for how many clients you worked with, how many hours you spent on their cases, and what you would have charged them if they weren't pro bono. We keep track of client placements, but if you could keep track of your

time spent, that would be very helpful. You're welcome to let us know that as cases conclude, too, as well as any testimonials or stories you have from working with our clients.