

# Your Menu of Pro Bono Service Options

When signing up for the *Pro Bono Attorney Network to End Sexual Violence in Education*, attorneys opt into the types of services they are interested in and able to provide. We'll use attorneys' preferences to match them with opportunities to support student survivors.

## Advice & Counseling

- **Conduct an intake call** to identify the student's legal issues and document their story
- Offer information and advice on the student's legal options in a **post-intake phone call (typically 45-60 minutes) and/or letter**

## Brief Services & Network Support

- Conduct **legal research** in support of a student's case, or on laws and policies relevant to campus sexual assault generally for the entire Network's use
- Locate, review, and **explain a school's Title IX policies** and procedures to a student
- **Ghost write** on behalf of a student — *Examples:* correspondence to the school's Title IX Office, a response to the other party's statement, an appeal of the school's investigatory outcome, or a complaint to the Office for Civil Rights.
- Make a **one-time, short-term request** of a school's Title IX Office on behalf of the student — *Examples:* requesting clarification on the status of an investigation, requesting an extension, requesting a copy of the student's investigative file
- Contact third parties on behalf of the student to **obtain evidence** for a school investigation — *Examples:* obtaining a police report, medical records, text messages or statements from witnesses

## Limited Scope Representation

- **Remotely, represent the student** throughout the school's investigation process — *Including but not limited to:* requesting interim measures, assisting the student with submitting statements and relevant evidence, being the main correspondent with the Title IX Office on behalf of the student, enforcing the school's Title IX policies for the student, assisting with an administrative appeal
- In-person, represent the student during school **investigatory or disciplinary hearings**
- File an **administrative Title IX complaint** against the school with the U.S. Department of Education Office for Civil Rights
- File a writ or **petition for declaratory relief**
- Assist the student in obtaining a **civil restraining order**

*Pro Bono Attorneys who identify cases for potential litigation (against a school or university) may have the opportunity to co-counsel with Equal Rights Advocates (ERA) on those matters.*

## ERA is here to support your Pro Bono service.

With a Pro Bono Coordinating Attorney dedicated to this Network and reinforced by ERA's Staff Attorneys & Program Coordinator, we have a team in place to support your training, offer technical assistance, and hear your needs as a volunteer attorney.

### Pro Bono attorneys will receive support through:

- In-depth & CLE accredited trainings on crucial Title IX-related topics (campus procedures, litigation, administrative complaints, writs, ethics, trauma-informed practices)
- Online access to training videos and written materials
- Weekly check-ins with the Pro Bono Coordinating Attorney while you are working with a student
- Virtual, drop-in office hours & cell phone access to the Pro Bono Coordinating Attorney
- Ongoing technical assistance and support, including mentorship from expert attorneys
- Training and support on a secure, user-friendly online case management system
- Access to templates for your use in service of student survivors
- First-look access to reports and research on campus sexual assault developed for ERA



**Questions?** Reach out to our team working to End Sexual Violence in Education:

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