



CLINIC IN A BOX® PROGRAM – SELECT TOPIC VOLUNTEER FREQUENTLY ASKED QUESTIONS

Q: What kind of training will I receive?

A: The **Clinic in a Box®** Program – Select Topic is divided into two sessions. During the first session, experts from a law firm will provide training to the in-house volunteers on one or more specific legal areas selected by the host organizations. In advance of the clinic, volunteers will also receive training materials. While reviewing the materials is not essential for participation, volunteers may find it beneficial.

Q: Will I receive CLE credit?

A: CLE credit is available in most jurisdictions for volunteers who participate in the training portion of the clinic.

Q: What will happen during the client meeting?

A: During the second session of the clinic, in-house volunteers will meet with a representative from a nonprofit organization or small business (the client), in pairs or small groups, and lead the client through a checklist, spotting issues and providing legal advice when needed. Most volunteers will receive in advance of the clinic the name of their client and any materials the client submitted about its organization. Experts from a law firm will remain onsite to provide advice to the volunteers as they meet with their clients.

Q: What kind of support will I receive onsite?

A: In most cases, and depending on cancellations of other registrants, volunteers will work with other participating volunteers. Please keep in mind that volunteers *must participate in the first session* of the clinic in order to participate in the second session. In addition, lawyers from a law firm will remain onsite during the second half of the clinic to provide assistance as needed.

Q: What about malpractice insurance?

A: The host legal services organization will provide malpractice insurance coverage for volunteers.

Q: I am busy—what kind of time commitment does participation in the clinic require?

A: The Clinic in a Box® Program – Select Topic is a three-and-a-half hour commitment. Some of the legal issues identified during client meetings may require ongoing legal assistance.

Volunteers are not required, but have the option to continue to provide counsel to clients following the clinic.

Q: How is the Clinic in a Box[®] Program – Select Topic different from Clinic in a Box[®] program – Legal Audit?

A: For those familiar with the Clinic in a Box[®] Program – Legal Audit, the format of the Clinic in a Box[®] Program – Select Topic is identical but the substance of the training received and assistance provided to the clients differs in that both focus on one or more specific topics important to the client rather than a general legal assessment of the organization. During the Clinic in a Box[®] Program – Legal Audit volunteers are trained on five areas of law important to nonprofit organizations or small businesses, namely governance, tax, employment, intellectual property, and real estate. Volunteers then use that information and a detailed checklist to conduct a legal audit of a nonprofit organization or small business. The Clinic in a Box[®] Program – Select Topic focuses instead in depth on one or more specific legal topics. Volunteers receive detailed training on these specific topics and provide advice and assistance about those topics to their clients.

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