



pro·bono

Together, we do the community justice.

Volunteer Hours & CLE Credit

Tracking your Hours

It is important to track all the time spent volunteering for LAWO. This is important not only for CLE pro bono credit, but to help LAWO show the demand for assistance when talking with funders.

Countable activities include: client contact, pleading and correspondence preparation, research, discovery/investigation, negotiation, trial preparation, court/administrative appearance, travel, and consultation re: client/case.

CLE Credit

As of January 1, 2014, one hour of continuing legal education credit may be awarded for every six hours of pro bono legal service performed, with a maximum of six credit hours for service performed during a biennial compliance period.

Calculation of CLE Credit

An attorney must provide a minimum of six hours of pro bono legal services to be eligible to receive one hour of CLE credit. After the minimum one-hour threshold has been met, additional pro bono hours will be rounded to the nearest quarter hour.

For example:	6 pro bono hours	=	1 CLE hour
	20 pro bono hours	=	3.5 CLE hours
	36 pro bono hours	=	6 CLE hours

Legal Aid of Western Ohio, Inc. (LAWO) is a "pro bono sponsor" as defined in Gov. Bar R. X and the CLE Regulations and to the extent possible, we are maintaining records of your pro bono work for our organization.

The CLE commission requires that Form 23 be submitted for each attorney providing pro bono hours no later than January 31st. Therefore, we will be sending you Form 23 in December for your review and signature. **Upon your review and verification, you must return the signed form to LAWO for submission to the CLE Commission.**