

**CONFIDENTIAL**  
**PRO BONO CIRCLE OF EXCELLENCE 2011 APPLICATION FORM**  
**FOR CALENDAR YEAR 2010 PRO BONO ACTIVITIES**  
**COE, 306 Townsend St., Lansing, MI 48933, FAX: 517-371-3325**

The Pro Bono Circle of Excellence (COE) recognizes law firms and corporate legal departments for their demonstrated compliance with the State Bar's Voluntary Pro Bono Standard through pro bono activities in Michigan. We encourage firms to maintain a written pro bono policy. The COE includes two recognition categories - "large firms" or corporations with 10 or more attorneys and "other firms" with 2 to 9 attorneys.

**Please provide or update the information below in the space provided:**

1. Firm Name \_\_\_\_\_

Firm Address \_\_\_\_\_

Firm Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Firm Website Address \_\_\_\_\_

2. Firm Management Level Contact \_\_\_\_\_

Position \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

3. Pro Bono Coordinator \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

4. Number of attorneys practicing in Michigan in the firm:  
 (Corporations may complete only the line for total number  
 of attorneys - Click "Yes" on the popup message to override  
 the automatic calculation.)

Number of Partners \_\_\_\_\_

Number of Associates \_\_\_\_\_

Number of Of Counsel \_\_\_\_\_

Total \_\_\_\_\_

5. Does your firm have a written pro bono policy?  Yes  No

Does the policy incorporate the State Bar's *Voluntary Pro Bono Standard*?  Yes  No

If a new application, please attach pro bono policy; renewal firms/organizations only attach a copy if there have been changes over the last year. A copy of the Standard is posted under <http://www.michbar.org/programs/ATJ/voluntarystds.cfm>.

6. Briefly describe how your firm maintains a record of pro bono hours contributed.

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FirmID .	App Year 2011	First	Previous	Next	Last
		Add New	Update	Delete	Cancel



10. Provide a narrative (*one page or less*) of how your law firm has fully complied with the requirements of the Standard during 2010. Compliance can be accomplished collectively. (*E.g., If two attorneys in a three-lawyer firm do no pro bono work, but the third lawyer provides 90 hours of pro bono service, the firm is in compliance pursuant to the 30 hour per attorney requirement. Or, if each attorney in the firm contributes at least \$300 to the ATJ Fund, e.g., if the three lawyer firm contributes \$900 to the ATJ Fund, the firm is compliant pursuant to the \$300 per attorney requirement.*)

Provide one-paragraph summaries of three pro bono cases or projects handled by your law firm during 2010. For each matter, indicate the source of the referral. (Do not disclose client identifying information.)

a. Pro Bono Case 1

b. Pro Bono Case 2

c. Pro Bono Case 3