

**UNIVERSITY OF IDAHO COLLEGE OF LAW  
PRO BONO AGREEMENT**

**Basic Information**

Student Name \_\_\_\_\_ J.D. Expected \_\_\_\_\_

Project Semester (circle one): FALL SPRING SUMMER Year \_\_\_\_\_

Supervisor Name \_\_\_\_\_

Agency/Firm/Organization Name \_\_\_\_\_

Anticipated work start date \_\_\_\_\_

Project due date \_\_\_\_\_

Anticipated number of hours per week student commits to work \_\_\_\_\_

Approximate # of pro bono hours student has committed for this project \_\_\_\_\_

**Project Scope** – *student & supervisor complete after discussing the scope of the pro bono project*

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(Use Attachment if more space is needed)

**Note to Supervisor from the Pro Bono Director**

Thank you for supervising and mentoring a law student in pro bono work. We recognize that supervising a student takes time and effort, and we appreciate your willingness to help mentor UI College of Law students by modeling a commitment to pro bono public service and equal access to justice. Your assistance in teaching and reinforcing the Rules of Professional Conduct is appreciated. Please contact Pro Bono Director Kristi Denney with any questions or concerns: [kdenney@uidaho.edu](mailto:kdenney@uidaho.edu) or (208) 885-7947.

**Student Commitment** – By reading and initialing, the student agrees to the following:

- \_\_\_ **Confidentiality.** Student understands that all information received during the course of the pro bono project shall be kept strictly confidential.
- \_\_\_ **Communication.** Student agrees to maintain clear lines of communication with the project supervisor and to provide updates on project progress. If something comes up that will prohibit completing the project on the agreed timeline, student will immediately communicate with the supervisor and College of Law Pro Bono Director.
- \_\_\_ **Professionalism.** Student will treat all individuals encountered during the pro bono project with the utmost respect and professionalism.
- \_\_\_ **Conflicts.** Student agrees to disclose prior places of employment to the supervisor, as well as any potential or perceived conflicts of interest.
- \_\_\_ **Assignments.** Student will provide work product that is complete, accurate, edited, and timely.
- \_\_\_ **Dress.** When required to be onsite or in a professional setting, student will dress professionally to meet or exceed the standards of the office.

**Supervisor Commitment** – By reading and initialing, the supervisor agrees to the following:

- \_\_\_ **Assignments.** Supervisor will provide a clear explanation of the pro bono project(s), suggested resources, and deadlines. Supervisor will be available to provide on-going guidance and feedback on the pro bono projects.
- \_\_\_ **Supervision.** Supervisor will provide any necessary training at the beginning of the project. Supervisor will direct, monitor, and mentor the student ensuring that all work complies with the applicable rules of professional conduct. In particular, the supervisor shall make clear to the student the bounds of the student role and oversee all work product and client advice to ensure that the student does not engage in the unauthorized practice of law.
- \_\_\_ **Evaluation:** Supervisors will complete a one-page evaluation of the student’s performance and confirm the number of pro bono hours completed by the student.

*I have reviewed this document and agree to act in accordance with the outlined expectations.*

STUDENT

Signature \_\_\_\_\_

Date \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

**SUPERVISING ATTORNEY**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**State Licensed** \_\_\_\_\_

**Years in Practice** \_\_\_\_\_

**Email** \_\_\_\_\_

**Phone** \_\_\_\_\_