I.   Introduction and Overview of Pro Bono Policy

Michigan Rules of Professional Conduct: Rule 6.1, Pro Bono Publico Service

> *"A lawyer should render public interest legal service. A lawyer may discharge this responsibility by providing professional services at no fee or a reduced fee to persons of limited means, or to public service of charitable groups or organizations. A lawyer may also discharge this responsibility by service in activities for improving the law, the legal system, or the legal profession, and by financial support for organizations that provide legal services to persons of limited means."*

BSP recognizes its duty to serve the community in ways that implement the firm's legal expertise and are not intended to produce a profit. We believe that the firm as well as each attorney has a responsibility to provide legal services to those who have difficulty accessing the judicial system.

At BSP, pro bono work is not limited to litigation, but includes legal counseling, research, scholarships and mentoring or training of young lawyers and law students. Furthermore, we strive to provide a combination of legal services to individuals for little or no charge as well as assistance and support to charitable organizations. Each attorney is encouraged to offer **at least thirty hours** of pro bono work **per year**. In addition, all support professionals are encouraged to assist in this effort.

BSP recognizes a responsibility to serve our community through legal representation, mentoring, and charity. The purpose of this document is to reflect the firm's resolve to provide pro bono services and to set forth guidelines for the firm's pro bono operation.

II.   Management of Services

The firm has appointed a Pro Bono Coordinator responsible for administering our pro bono policies and procedures. He or she has the following principal responsibilities:

A. Encouraging pro bono legal efforts;
B. Reviewing proposed pro bono cases for eligibility;
C. Monitoring pro bono legal projects to ensure appropriate assistance and resources; and
D. Communicating pro bono opportunities available to attorneys and support professionals.

In addition, the firm's Pro Bono Coordinator shall do what else is necessary to maintain a stable pro bono program that corresponds with our goals.

III. *Pro Bono Services*

The foremost objective of BSP's pro bono service is to provide assistance to low income individuals, charity, nonprofit organizations and law students. The eligibility of pro bono clients shall be reviewed by the Pro Bono Coordinator. He or she will make a decision with the approval of the other firm members. All pro bono cases must comply with the firm's policy regarding the assistance of individuals or nonprofit organizations without sufficient financial resources. In order to implement this requirement, BSP adopts the State Bar of Michigan's "Voluntary Pro Bono Standards." These standards state:

> *"All active members of the State Bar of Michigan should participate in the direct delivery of Pro Bono legal services to the poor by annually:*
> 1. *Providing representation without charge to a minimum of three low income individuals; or*
> 2. *Providing a minimum of thirty hours of representation or services, without charge, to low income individuals; or*
> 3. *Providing a minimum of thirty hours of professional services at no fee or at a reduced fee to persons of limited means or to public service or charitable groups or organizations; or*
> 4. *Contributing a minimum of $300 to not-for-profit programs organized for the purpose of delivering civil legal services to low income individuals or organizations."*

BSP is committed to providing the same quality of service to pro bono individuals that is provided to all clients.

IV. *Documentation and Fees*

Pro bono work is traditionally free of charge. BSP offers this service to individuals who are financially disadvantaged. However, a substantially reduced fee may be charged in the case of some nonprofit organizations. Attorneys will be instructed to document their time in the same way as for all other matters.