Welcome to the Webinar!

Maximize/minimize your control panel with the orange arrow.

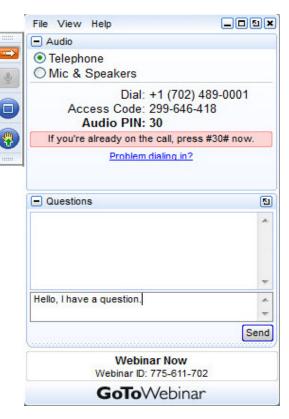
If you joined the training via telephone, please select Telephone and enter your audio pin if you haven't already.

If you joined with a microphone and headset or speakers (VoIP), please select Mic & Speakers.

Need technical assistance? Email support@probono.net









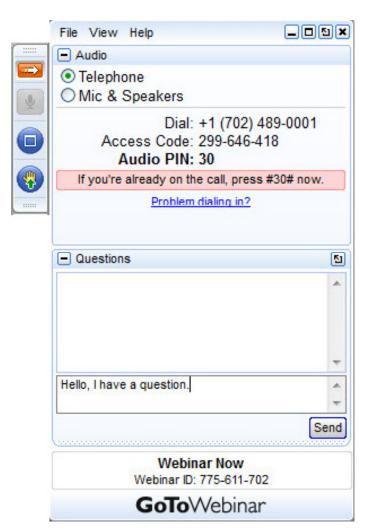
A few logistics before we start

All attendees are muted, but we want to hear from you!

Ask a question or tell us something in the Questions box.

This webinar is being recorded.

Registered attendees will receive an email with a link to this information once it has been posted.





Connecting Library Patrons with Legal Information: Key Resources

Liz Keith, Pro Bono Net
Claudia Johnson, Pro Bono Net
Mirenda Watkins, Pro Bono Net
Carol Kando-Pineda, Federal Trade Commission
Mary Ann VanCura, State Library Services, Minnesota Department of Education







Goals of this Series

- Increase awareness of free, online access to justice resources available to librarians
- Help librarians access and utilize those resources to assist patrons with legal needs
- Showcase models for legal aid-library collaborations to connect people with legal information























Upcoming Topics

- Helping Patrons Find Legal Assistance in their Community:
 Online Referral Tools Oct. 11
- Developing Legal Aid-Library Collaborations:
 Models and Replication Resources Nov. 1

More information and a recording of Webinar 1, Welcoming Librarians to the Access to Justice Movement, available at

www.probono.net/librarywebinars

Today's Presenters



Liz Keith *LawHelp Program Manager Pro Bono Net*

Claudia Johnson
LawHelp Interactive Program Manager
Pro Bono Net





Mirenda Watkins
LawHelp Interactive Program Coordinator
Pro Bono Net













Today's Presenters



Carol Kando-Pineda Counsel Division of Consumer and Business Education Federal Trade Commission

Mary Ann VanCura Library Development & Continuing Education Coordinator State Library Services Minnesota Department of Education













A quick poll. Tell us about you!

Another quick poll.
Tell us about your use of online legal resources!

Online Legal Information and Self-Help Resources to Connect Patrons with Legal Information

Liz Keith

LawHelp Program Manager
Pro Bono Net



LSC/TIG System of Statewide Websites

LawHelp.org



Helping people find solutions to their legal problems.

LawHelp helps low and moderate income people find free legal aid programs in their communities, answers to questions about their legal rights, and find forms to help with their legal problems.

Use the state list to the right to find information to help you with problems related to housing, work, family, bankruptcy, disability, immigration and other topics.

LawHelp is your gateway to America's nonprofit legal aid providers.





About LawHelp

For free legal aid referrals, information and legal forms, choose your state:

Alabama Maine Alaska Maryland Arizona Massachusetts Arkansas Michigan California Micronesia Colorado Minnesota Connecticut Mississippi Delaware Missouri Florida Montana Georgia Native Legal Net Guam Nebraska Hawaii Nevada Idaho New Hampshire Illinois New Jersey Indiana New Mexico Iowa New York North Carolina Kansas North Dakota Kentucky Louisiana Ohio

Oklahoma Oregon Pennsylvania Puerto Rico Rhode Island South Carolina South Dakota Tennessee Texas Utah Vermont Virgin Islands Virginia Washington Washington D.C. West Virginia Wisconsin Wyoming

Admin Login | Disclaimer

LawHelp.org is supported by:

















Common attributes of a statewide legal aid website

- Legal rights information in plain language
- Trusted, credible sources
- State-specific
- Content from multiple agencies
- Multi-format
- Multilingual





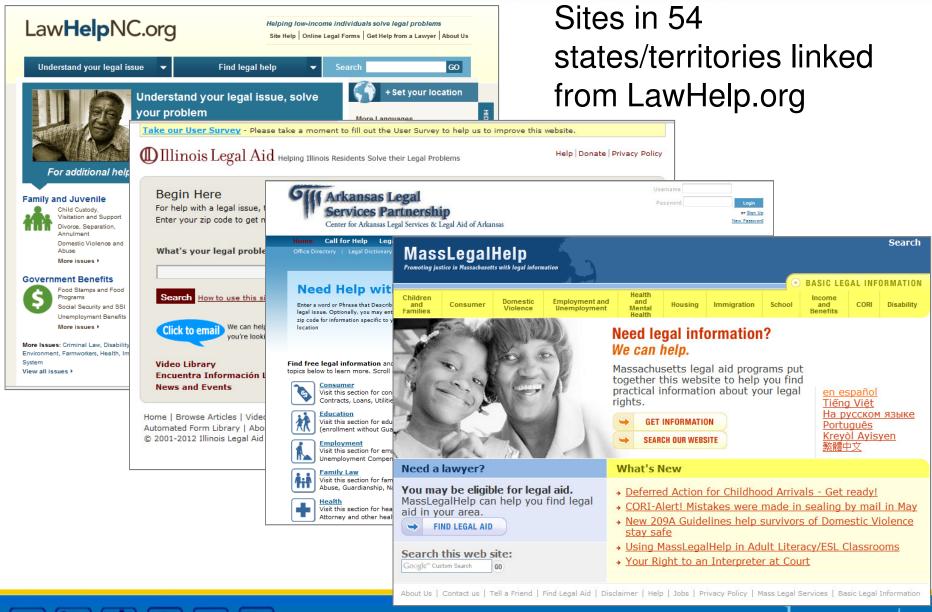
























Types of resources available

- FAQs and fact sheets
- Booklets
- Self-help forms
- Curated links to other legal information providers
- Video and audio
- Referral listings
- Court information









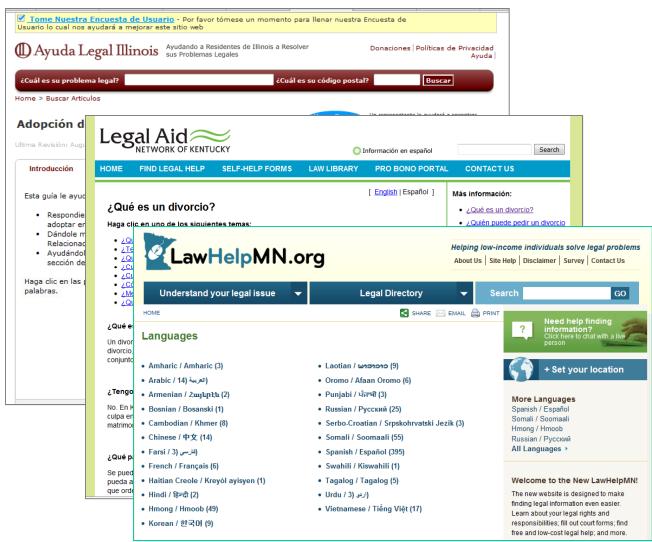






Multilingual information

- 15 fully translated Spanish sites
- Many with key resources in Spanish and other languages







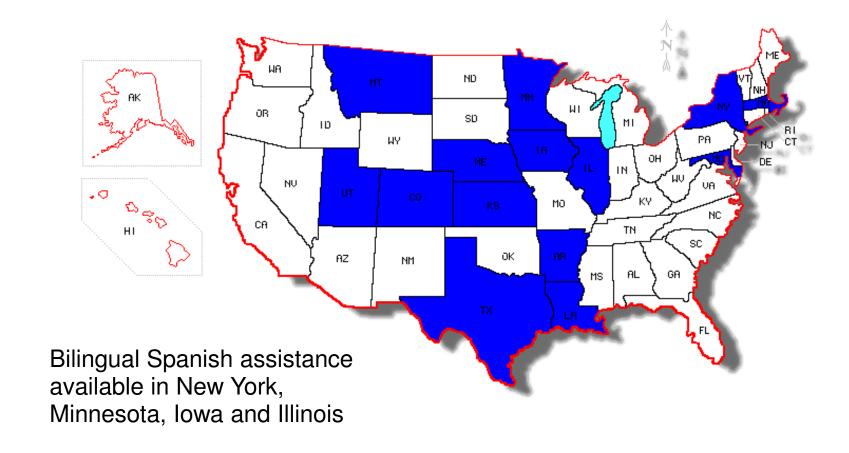








LiveHelp / Live Chat assistance on 14 sites















Library opportunities for involvement in statewide legal aid websites

- Users and beneficiaries
- Website advisory committees
- Content development partners
- Outreach and training partners
- Tech and information literacy experts
- You tell us!
- Not already connected with your statewide legal aid website provider? Contact lkeith@probono.net



Other key resources for state-specific

information

 State and county law library websites







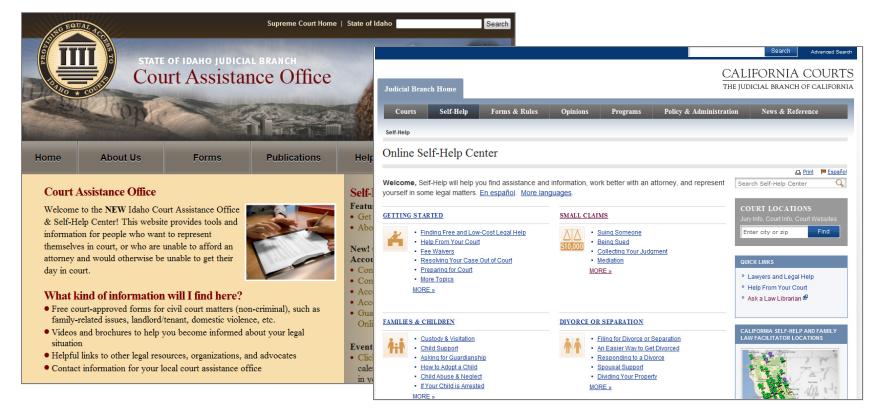








Online court self-help resources



Directory of court self-help information centers available on the National Center for State Courts website:

www.ncsc.org/Topics/Access-and-Fairness/Self-Representation/State-Links.aspx



Other key national resources

- Georgetown Law Library Research Guides
- Guides available by state and substantive area

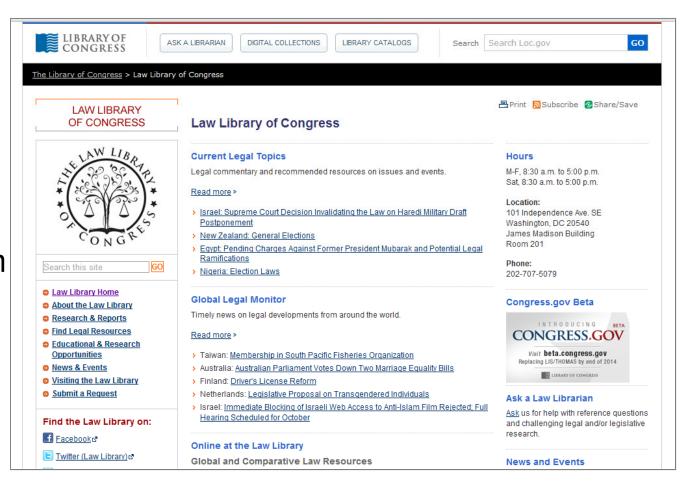


http://www.law.georgetown.edu/library/research/guides/index.cfm



Other key national resources

- Law Library of Congress
- Legal and legislative information from the US and globally



http://www.loc.gov/law













What are your favorite online resources? Let us know! We'll post them to the resource page for this webinar.











Document Assembly LawHelp Interactive: Helping library patrons find **free** quality legal forms

Claudia Johnson & Mirenda Watkins

Pro Bono Net





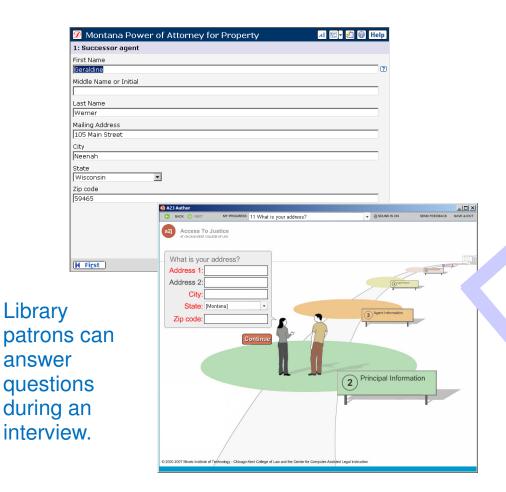


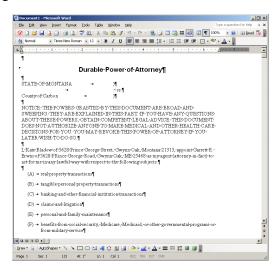
What is Document Assembly?

- Well-known examples of document assembly software are TurboTax and I-CAN!
- Very simply, document assembly software drafts documents based on how a person answers a set of questions.
- Usually, the answers can be saved, so they can be reused to complete related forms and documents.
- Well-known examples of document assembly software are TurboTax and I-CAN!



What is Document Assembly?





A personalized document is created from the answers.

Variable 🔼	Answer	Туре
2 Agent zip NU	21,207	Number
Appoint a conservator TF	true	True/False
Banking transactions TF	true	True/False
Borrowing transaction p	allow	Multiple Choice
Business operating tran	false	True/False
Business operation pow	allow	Multiple Choice
Claims and litigation pow	allow	Multiple Choice
Claims and litigation TF	true	True/False
Commodity and option t	allow	Multiple Choice
Commodity and option t	false	True/False
Compensation option TF	false	True/False
Delegation option TF	false	True/False
Effective date option TF	false	True/False
Effective if disabled or c	true	True/False
	unable to make decisions	Multiple Choice
Estate and trust transac	false	True/False

The answers can be saved and reused.

Source: Deploying Automated Forms for Access -- Self-Represented Litigation Leadership Package













Why Document Assembly in a Library Setting?

- LHI forms are an important tool for library patrons because:
 - they make filling out forms easier
 - they give meaningful guidance and information at convenient times and locations
 - they free resources for those in need of more help

Source: Deploying Automated Forms for Access -- Self-Represented Litigation Leadership Package



What is LawHelp Interactive?

- A training center—we teach people how to create these interviews
- A tech support center—we provide technical support
- A replication/best practices engine we share best practices, a community of sharing















For public and law librarians?

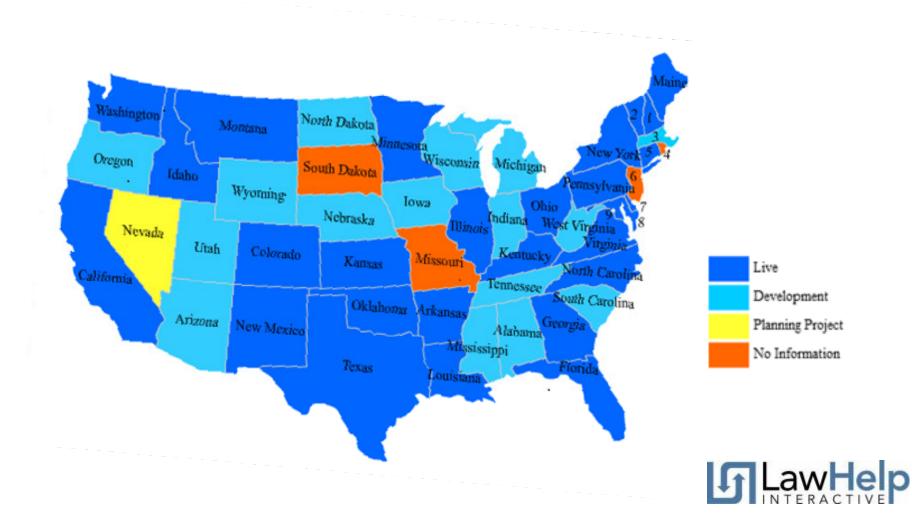
A way to give patrons a tool to help them create legal documents, in a free and quality way.

These tools are created by legal non-profits and courts—high end/high quality-no profit motive





Are these resources available in my state?













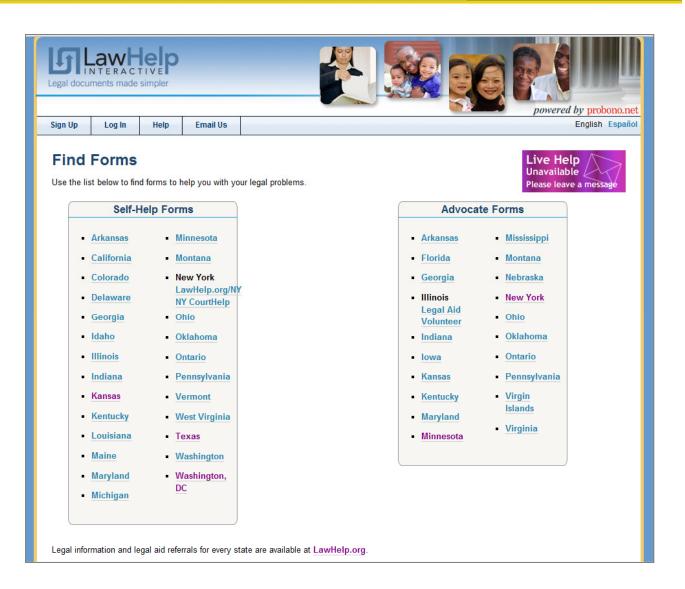


Are all forms available in all states?

- Forms available are in family, housing, wills, estate, credit/consumer (hard to find a lawyer)
- The collection varies state-by-state and is constantly expanding (3,619 forms as of 9/2012)
- If you see a lot of need for a form, contact your legal aid group running your statewide website and ask them if they are planning to create that form

How do I find out if my state has LHI forms?

www.lawhelpinteractive.org









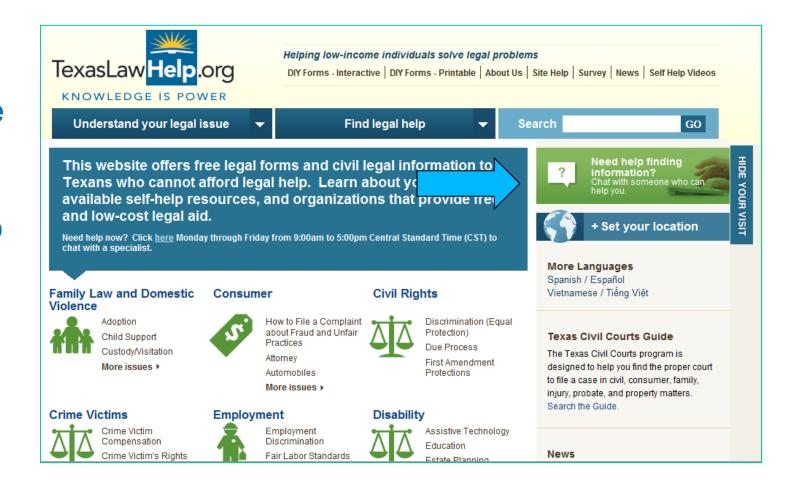






Resources for Document Assembly

Numerous states have LiveChat features available to help library patrons with questions about their forms















- After
selecting your state, you can search
for the relevant legal topic, e.g. an uncontested divorce

- After
suggested Sites Web Slice Gallery

TexasLaw Help.org

KNOWLEDGE IS POWER

KNOWLEDGE IS POWER

KNOWLEDGE IS POWER

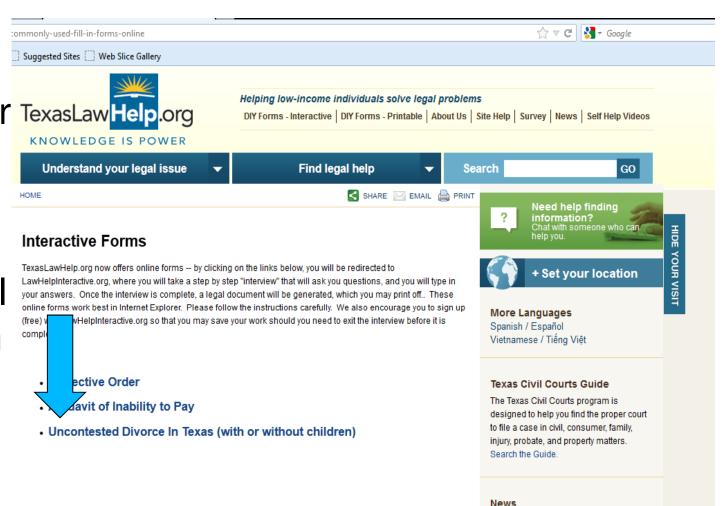
LAWHELP.ORG

Interactive Forms

TexasLawHelp.org now offers online forms LawHelpInteractive.org, where you will take a your answers. Once the interview is complete online forms work best in Internet Explorer. Pi

(free) WhelpInteractive.org so that you complete online forms work best in Internet Explorer. Pi

Lavit of Inability to Pay















1-2-3? how do I find out if my state has these forms?

- 1. Go to http://www.lawhelpinteractive.org
- 2. Click on "find forms"
- 3. Click on your state—self help side
- 4. Look for the forms—click on the form
- 5. LHI forms use this icon LawHelp

DEMONSTRATION

"Just in time" learning

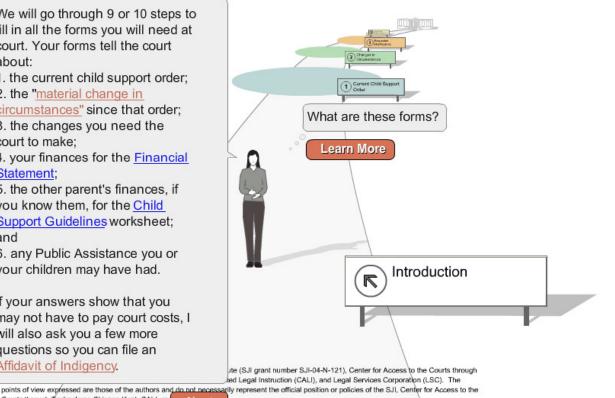


We will go through 9 or 10 steps to fill in all the forms you will need at court. Your forms tell the court about:

- 1. the current child support order;
- 2. the "material change in circumstances" since that order;
- 3. the changes you need the court to make;
- 4. your finances for the Financial Statement;
- 5. the other parent's finances, if you know them, for the Child Support Guidelines worksheet; and
- 6. any Public Assistance you or your children may have had.

If your answers show that you may not have to pay court costs, I will also ask you a few more questions so you can file an

Affidavit of Indigency





Courts through Technology, Chicago-Kent, CALI, or

"A2J Author" and "A2J Gujded Interviews" are federally registered trademarks of Illinois Institute of Technology, Chicago Kent College of Law & Center for Computer-Assisted Legal Instruction. Any use of either mark must include the full name of the mark, along with the registration circle - ®. Use of either mark on













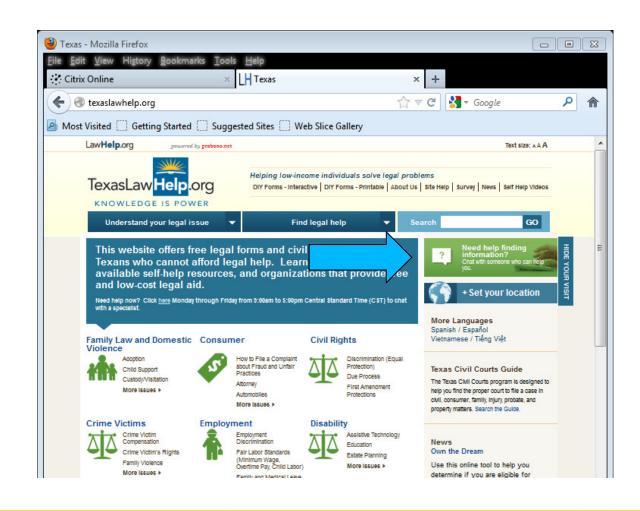
Types of Legal Issues Covered through Document Assembly

- Family Law
- Domestic Violence
- Consumer Law/Rights/Protections
- Housing
- Public Benefits
- Elder Law, probate, wills, trust, etc.
- Health law
- Immigration



Resources for Document Assembly

Numerous states have LiveChat features available to help library patrons with questions about their forms





Are all forms available in all states?

- Forms are available for areas where it is hard to find a free lawyer (family, housing, wills, estate, credit/consumer)
- The collection varies state-by-state and is constantly expanding (3,619 forms)
- If you see a lot of need for a form, contact your legal aid group running your statewide website and ask them if they are planning to create that form

The patron can then answer a series of questions and provide basic biographical information in order to create the appropriate legal document.















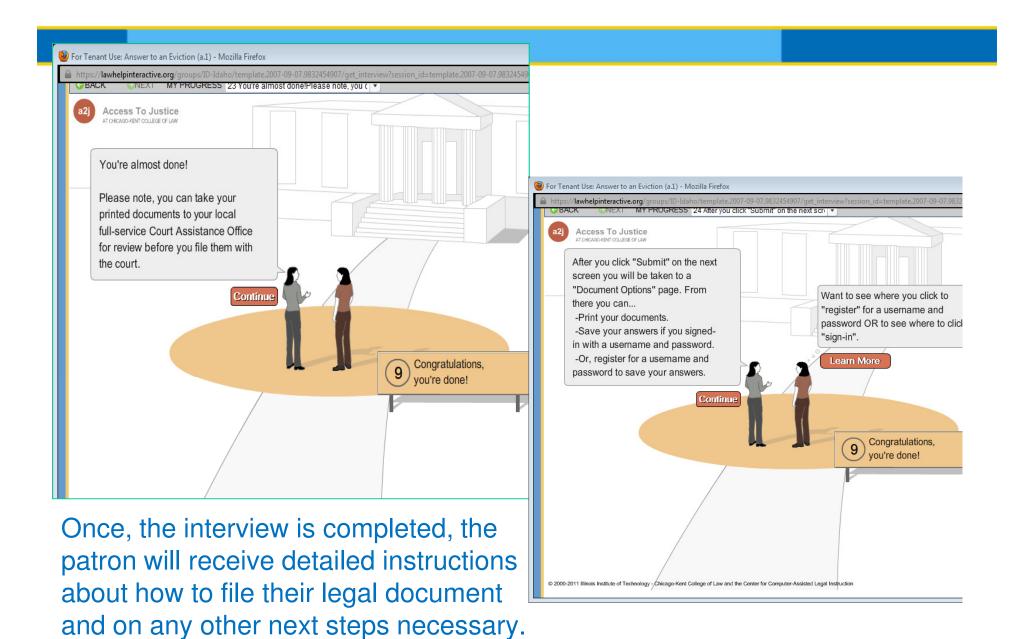


The interview will prompt them on what information is needed at each step.



You must type a response in the highlighted space before you car

Your Information...





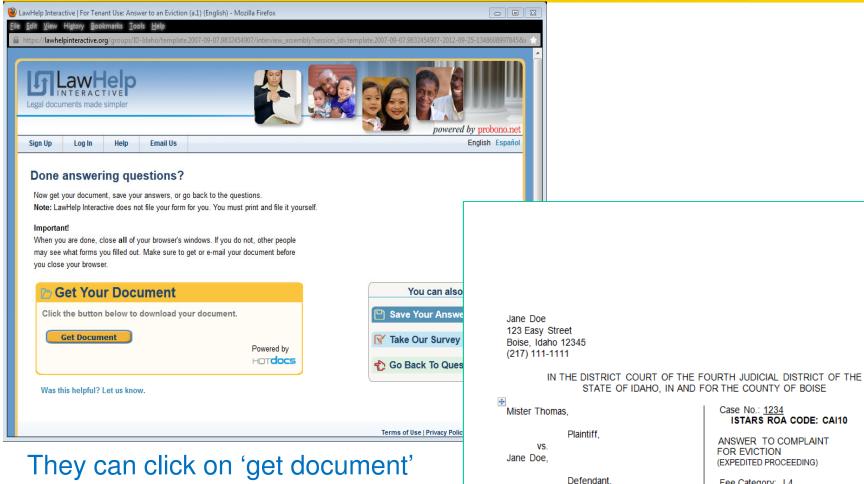












They can click on 'get document' and a legal document with their information from the interview is created.

Jane Doe, for her Answer to the Eviction Complaint, states:

- 1. I admit the following paragraphs: none.
- 2. I deny the following paragraphs: 1-5.







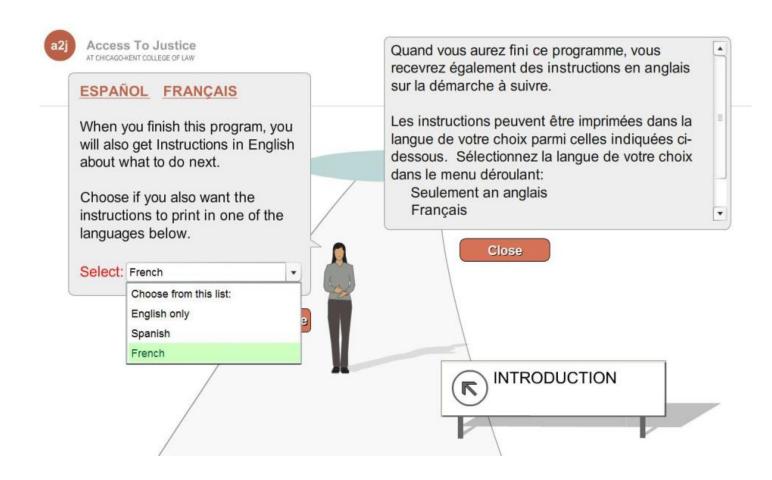






Fee Category: I.4. ___ Filing Fee: \$ ____

NY Courts Example—Other Languages





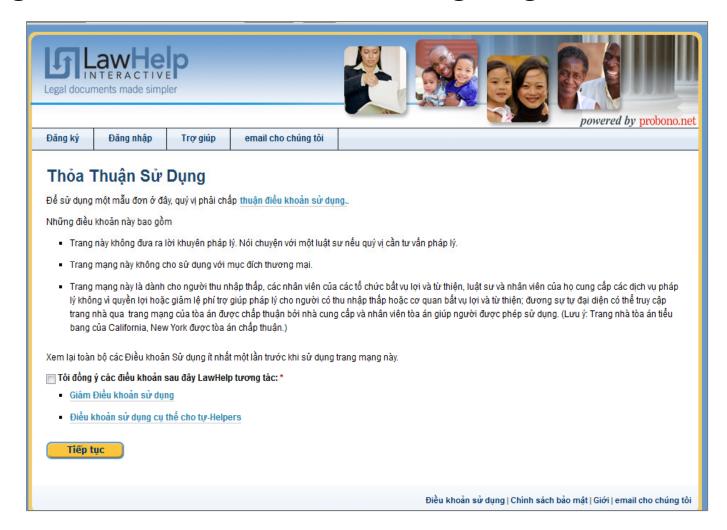








Coming soon in 2013: API languages















Legal Information v. Legal Advice and Document Assembly

- As mentioned in the previous webinar...
 - Legal information involves facts about the law and legal process
 - Legal advice is advice about the course of action someone should take to further their own best interests
 - These forms fall under legal information
 - Librarians can provide information about what resources are available
 - But be careful if patrons ask specifically what they should do to obtain a specific legal result

Source: Public Libraries and Access to Justice: What Public Librarians Can Do



What if a patron wants me to help to fill out a form or choose a form?

- Encourage them to read the resources on the Statewide website before they start the form—the statewide website is the place to go.
- Applying facts to law is the definition of advice. Don't tell people how to answer a specific question based on their individual circumstances.
- If they get stuck, encourage them to save the answer, so they can come back once they have read more or talked w/a lawyer.
- If they can't find a form that fits their need, encourage them to look at the referral information or use the live chat feature

Starting a project around forms

- If your state has already created a form—your library could work w/legal aid in starting a clinic or project around a form already in use.
- If no form exists, your legal aid group might be able to create it.
- Large group clinics are growing in popularity

Can I do this in MY library? YES!

- With some planning and a little help from your friends:
 - Laptops with wireless and printer and paper/ink, etc.
 - A trained proctor, could be a volunteer, a legal aid staff person, or a library staff volunteer, or a Bar Association volunteer
- You could work w/legal aid to refer pre-screened people to the workshop clinic, or do it open door
- Your legal aid group might be able to send a lawyer to each session—recommended if open door
- You will need some rules/policies/protocols so that all attendees understand the scope of service, etc..



LA Superior Court















Let's say I want to do something with these forms in my library. Who can help me?

- Contact your LSC legal aid group (http://www.lsc.gov)
- Contact your information referral website administrator
- Contact Pro Bono Net's Mirenda or Claudia—they can put you in touch with the author's of the forms and others who might be able to help
- FREE USE only!

Court Partnerships: Law Library





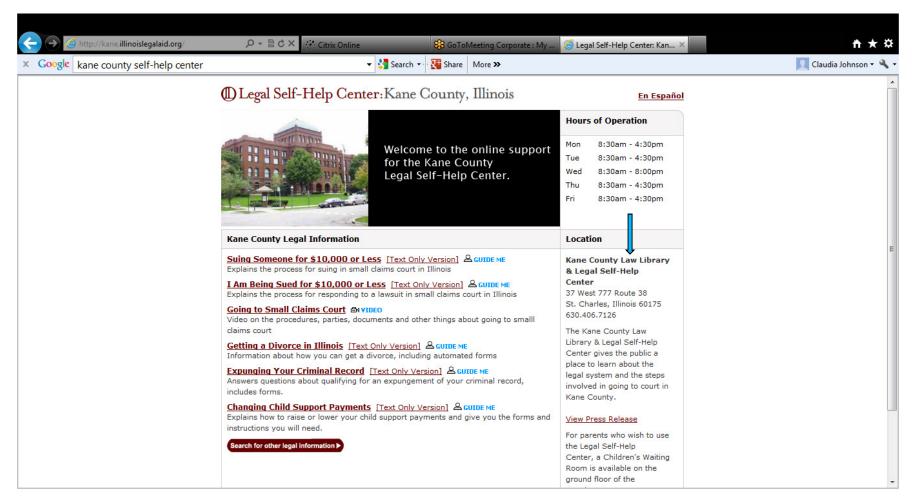








In Illinois, virtual self help centers opened w/library partners and courts















Examples of Document Assembly in a Library Setting: Illinois

Courthouse Model I

- Legal self-help center located in the county courthouse
- Used in counties with larger populations
- Either one full-time or two part-time navigators
- Separate space in courthouse, typically in the law library, and open during courthouse hours
- Initial funding (two years) provided by Illinois Equal Justice Foundation (IEJF)
- Examples:
- Madison County
- Peoria County

Courthouse Model II

- Legal self-help center located in the county courthouse or in both county courthouse and local public library
- Used in moderately populated counties
- One part-time navigator with set hours posted
- Initial funding (two years) provided by Illinois Equal Justice Foundation (IEJF)
- Examples:
- Kankakee County
- McHenry County
- St. Clair County

Public Library Model

- Legal self-help center located at the public library in the county seat
- Used in rural counties
- Public library is more accessible than the courthouse in terms of hours and staff
- Start up funding (one year) provided by Illinois Equal Justice Foundation (IEJF) for the costs of equipment and supplies
- Examples:
- Alexander County
- Massac County
- Wayne County

Source: Illinois Legal Aid Online















Questions, Comments, Assistance

- Claudia Johnson, cjohnson@probono.net
- Mirenda Watkins, mwatkins@probono.net
- www.lawhelp.org
- www.lawhelpinteractive.org
- www.probono.net

Resources

LawHelp Interactive

www.probono.net/lhi or contact Claudia Johnson, cjohnson@probono.net or Mirenda Watkins, mwatkins@probono.net

DIY New York Courts

www.nycourthelp.gov

Michigan Self Help Webpage

http://www.michiganlegalhelp.org

Self Help Centers and Document Assembly Training (2009)

http://lsntap.org/DOC113

Self Help Support

http://www.selfhelpsupport.org













Free Resources from the Federal Trade Commission ftc.gov

Carol Kando-Pineda

Division of Consumer and Business Education

ckando@ftc.gov | 202.326.3152







Consumer Information

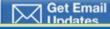
This section of the FTC website offers practical information on a variety of consumer topics. The information here can help you avoid rip-offs and exercise your consumer rights.

So read up! Education is the first line of defense against fraud and deception; it can help you make well-informed decisions before you spend your money.

To find FTC consumer publications on a specific topic, click on a category in the menu.

You also may order publications from the FTC.



















What To Do If You Get a Robocall August 29, 2012



What To Do If You're A Victim of **Identity Theft** August 25, 2012



Free Trial Offers August 24, 2012



Consumer Sentinel August 24, 2012



Sharing Information: A Day in Your Life August 24, 2012



How to File a Complaint with the Federal Trade Commission

August 24, 2012



Shopping for Light Bulbs August 23, 2012



What Is Identity Theft? August 23, 2012



Robocalls Gone Wrong August 23, 2012



Foreclosure Rescue Scams





Rapid Response Tips for Identity Theft Victims

August 20, 2012



What to Know When Looking for a Job August 19, 2012



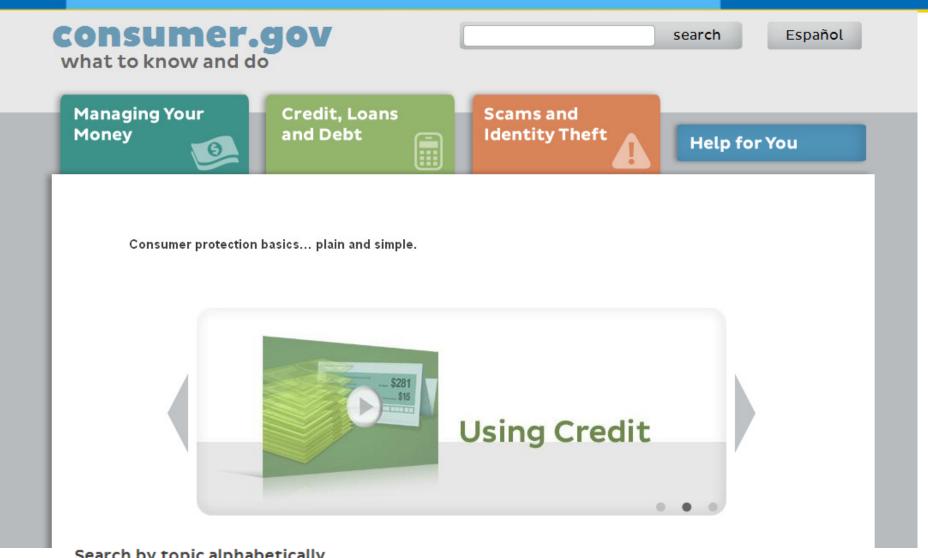












Search by topic alphabetically

ABCDEFGHIJKLMNOPQRSTUVWXYZ

















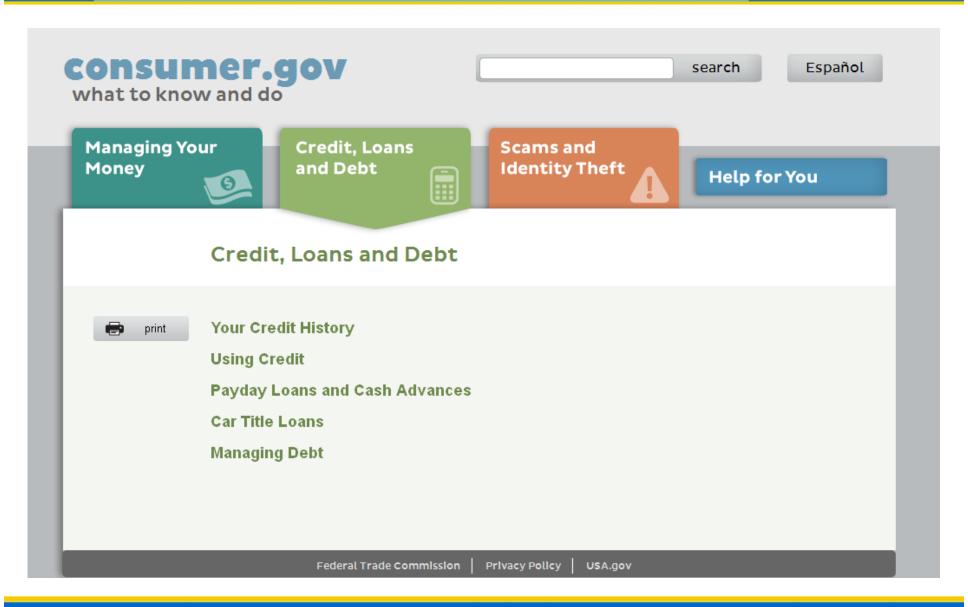














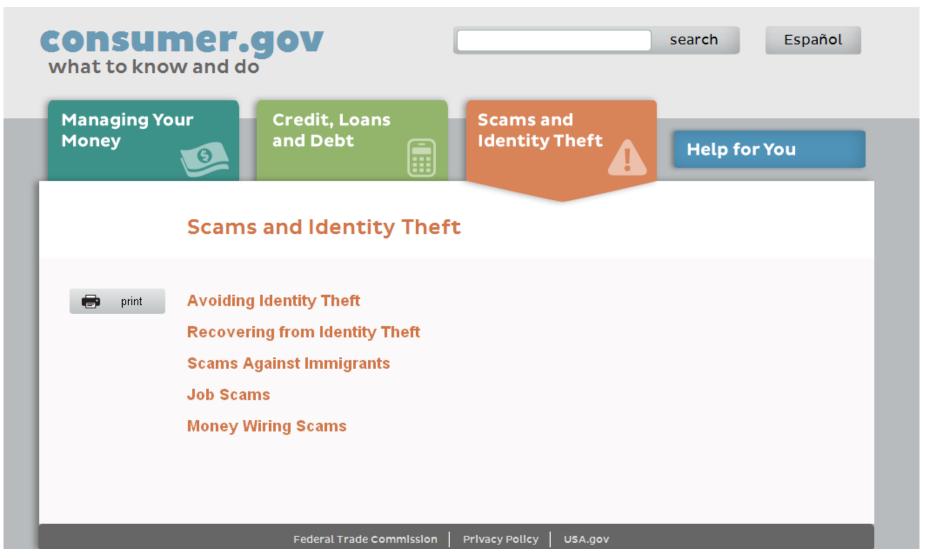














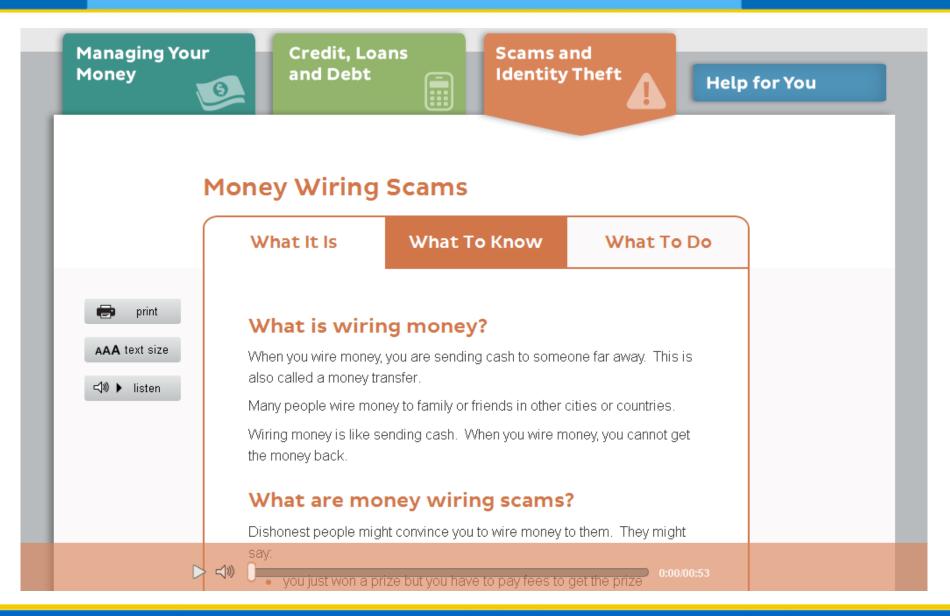








































You want to send money to someone in another country. Sometimes, this is called wiring money. Wiring money is just like sending cash.

Before you wire money

A business that wires money for you charges a fee to send that money. Before you pay to send money, ask the business these questions:

- How much money will my family or friend get?
- Will my family or friend get money in US dollars, or in local money?

Write this information down. Visit a few businesses that wire money overseas. Compare the cost of one money wiring business to another. Each business might charge a different price. If the business will not answer these questions, think about going to another business.

When you choose the money wiring business you will use, make sure the cost is the same as the business told you. After you send the money, keep your receipt. You will need it if something goes wrong.

After you wire money

Find out if your family or friend got the money you sent. Find out if they got the right amount. If they did not get the amount you sent, report it right away:

- · First, report it to the money wiring business.
- Then, if the business does not solve the problem, report it to the Federal Trade Commission. Call 1-877-382-4357, or go to ftc.gov/complaint.













Pagpapadala ng Pera sa Kapamilya at mga Kaibigan sa Ibang Bansa



汇款给国外的 家人及朋友



해외에 있는 가족과 친구에게 송금하기



Gởi Tiền cho Gia Đình và Bạn Bè Ở Nước Ngoài



Cómo enviar dinero a familiares y amigos en otros países





FTC.gov/idtheft





















FTC

FTC.gov/consumer

COMING SOON

Consumer.gov

Order Free Materials

FTC Bulk Order site https://bulkorder.ftc.gov/

Carol Kando-Pineda ckando@ftc.gov







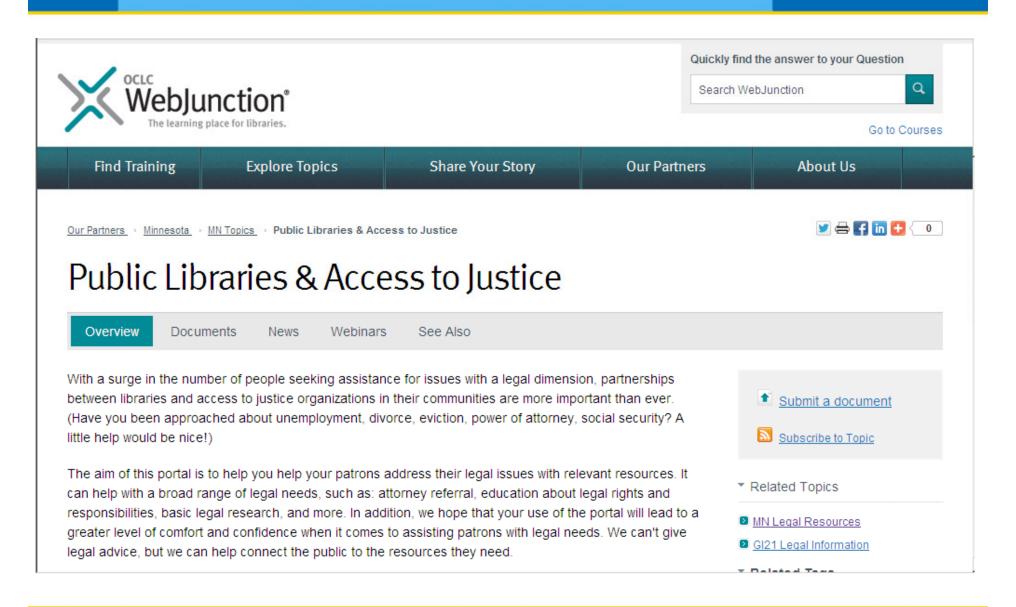




WebJunction Resources: Libraries & Access to Justice

Mary Ann Van Cura State Library Services, Minnesota Department of Education maryann.vancura@state.mn.us

















What is WebJunction (WJ)? WebJunction Minnesota (WJMN)?

- An online portal to resources for the library community
- A place to centralize and share best practices, policies and procedures, forms, learning opportunities, and expertise to promote high quality library services to the public or other library end-users
- In Minnesota: WJMN is a subscription for a WJ partner site and includes web hosting of targeted resources. It is joint project of Minnesota State Library Services and Minitex, funded in part by the federal Library Services and Technology Act, a program of the Institute of Museum and Library Services.

Can Anybody Join WJ/WJMN?

Anyone may view the web site without joining An account is required to

- Add a document to a Topic page
- Participate in discussion

To contribute ideas or content, sign up for a free account: http://www.webjunction.org

Minnesota Public Libraries & Access to Justice

Minnesota Public Libraries and Access to Justice (MN PLATJ) is a collaboration of Minnesota legal services, courts, law libraries, open-to-the-public libraries, and the state library agency

MN PLATJ Team Members:

- Mary Ann Van Cura, State Library Services, Minnesota Dept of Education
- Erik Williamsen/John Freeman/Patrick Noonan, Minnesota Legal Services Coalition
- Sara Galligan, Ramsey County Law Library
- Brian Huffman, Law Library Director for Washington County [Public] Library
- Melissa Kantola/Katrina Zabinski, Minnesota Courts Self-Help Center
- Susan Larson/Anna Cherry, Minnesota State Law Library
- Ellen Smart, Legal Aid Society of Minneapolis



MN PLATJ Goals

- Create a central repository for resources that promote access to legal information at libraries (Tool: WebJunction, WebJunction Minnesota)
- Provide training for library staff on resources
- Promote two-way communication between public library staff and law library staff and between legal content providers (legal aid, courts, self-help efforts, etc.) and public libraries

Let's Go National

- There is broader interest in creating a central repository for resources that promote access to legal information at libraries – let's share effort across U.S.
- The Minnesota PL/ATJ Team developed an initial site and is seeking partners to work on a redesign

We invite all to:

- Visit and use the site
- Contribute additional material
- Contribute thoughts, questions, and ideas to the discussion

Moving Forward

We invite all to:

- Visit and use the site
- Contribute additional material
- Contribute thoughts, questions, and ideas to the discussion

Want to be alerted to site changes and new content?

 "Subscribe" to notifications (under Discussion button)

http://www.webjunction.org/partners/minnesota/mn-topics/platj.html



Join the Libraries & Access to Justice Project Team!

Looking for interested project participants

- Assist in making website relevant and interesting for library staff
- Provide feedback from your point-of-view
- Participate in online meetings as time permits
- May participate without attending meetings

Contact

maryann.vancura@state.mn.us, 651-582-8632



WJ Site:

Public Libraries & Access to Justice

Bookmark this site:

http://www.webjunction.org/partners/minnesota/mn-topics/platj.html

Overview: What's Available, What's Coming Adding Your Own Documents: Where, How Participating in Discussion



The Goal: Support the End User via Libraries

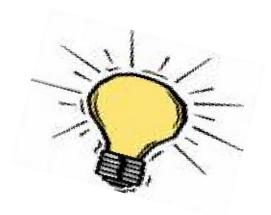
"Public libraries are critical access points to government institutions. As times get tougher, it becomes more and more important that people have libraries where they can find out how to protect their rights and navigate the complexities of our society. It also becomes more and more important that libraries can show how important and effective they are at meeting this need."

--Richard Zorza, Public Libraries and Access to Justice--Materials from Jan 2010 Conference

http://www.webjunction.org/legal-information/-/articles/content/93601257



Questions?



Comments?

Thoughts?











Additional Resources

Linked from http://www.probono.net/librarywebinars:

- Materials from the 2010 Public Libraries and Access to Justice Conference
- PLA and AALL workshop materials
- Journal articles
- Networking listserv
- List of Statewide Collaborative Law Library, Court, Bar Association, Legal Aid Workgroups and Task Forces
- Have other suggestions? Let us know!



Thank you for attending today!

Please take our short survey:

http://www.surveymonkey.com/s/LibrariesA2J

Next up:

Helping Patrons Find Legal Assistance in their Community: Online Referral Tools

October 11

