

Current Status of Pro Bono Service Among Maryland Lawyers

FY 2020



Administrative Office of the Courts

September 2021

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Executive Summary

Maryland Rules [19-306.1](#) and [19-503](#) establish an aspirational goal of 50 hours of pro bono service annually per attorney and require all attorneys authorized to practice law in Maryland to report on their pro bono activities. Rule 19-306.1(b)(1) elaborates upon that goal, noting:

a substantial portion of the applicable hours should be devoted to rendering legal service, without fee or expectation of fee, or at a substantially reduced fee, to:

- (A) people of limited means;
- (B) charitable, religious, civic, community, governmental, or educational organizations in matters designed primarily to address the needs of people of limited means;
- (C) individuals, groups, or organizations seeking to secure or protect civil rights, civil liberties, or public rights; or
- (D) charitable, religious, civic, community, governmental, or educational organizations in matters in furtherance of their organizational purposes when the payment of the standard legal fees would significantly deplete the organization's economic resources or would otherwise be inappropriate.

This summary report presents results from data collected from Pro Bono Service Reports for July 1, 2019 through June 30, 2020. Highlights of the results are below.

- Among lawyers certified to practice law in Maryland, 9,633 (39.8%) reported some pro bono activity and they collectively provided 1,035,327 hours of pro bono service.
- Among 17,395 full-time lawyers with primary addresses in Maryland, 44.9% provided some pro bono service. Lawyers in the Eastern Region had the highest percentage of full-time lawyers who reported providing any pro bono service (64.6%), followed by the Western Region (62.4%).
- Among full-time lawyers with primary addresses in Maryland, 15.6% met the aspirational goal of providing 50 or more hours of pro bono service across the categories outlined in Rule 19-306.1(b)(1).
- The Eastern Region had the largest percentage of full-time lawyers who reported providing 50 or more hours of pro bono service (27.7%), followed by 18.8% in the Western Region, and 16.5% in the Capital Region.
- Caroline County had the largest percentage of full-time lawyers reporting 50 or more pro bono hours (42.9%), followed by Garrett County (38.1%), and Talbot County (32.0%).
- A total of 7,600 lawyers reported participating in activities related to improving the law, the legal system, or the legal profession, with a total of 293,875 hours.
- The total reported financial contributions to organizations that provide legal services to people of limited means was \$7,413,443 from 7,429 contributing lawyers.

- Attorneys reported providing 48.4% of reported pro bono hours to people of limited means and 18.2% of reported hours to organizations helping people of limited means. Entities seeking to secure or protect rights and liberties were the reported recipients of 12.9% of reported hours, and attorneys reported providing 20.4% of hours to organizations in matters furthering their organizational purposes. In comparison to lawyers with out-of-state primary addresses, lawyers with primary addresses in Maryland reported a smaller percentage of hours provided to entities on civil rights matters and larger percentages in other categories.
- About 84% of all full-time lawyers who report practicing in government agencies and 82% of lawyers who do not practice reported providing no pro bono service, as compared to 39.6% of lawyers in private firms. Only 4.0% of lawyers in government and 6.9% of corporate counsel reported providing 50 or more hours of pro bono service, compared to 23.8% among lawyers in private firms.
- Lawyers submitting their Pro Bono Legal Service Reports are asked to consider making a one-time voluntary donation to a Maryland legal services provider upon completing the report. In total 2,571 lawyers made unconfirmed donations through the Attorney Information System totaling \$274,001.25.

Introduction

Filing a Pro Bono Legal Service Report is mandatory, pursuant to Maryland Rule [19-503](#), as a condition precedent to the practice of law in Maryland. The Administrative Office of the Courts is responsible for managing the reporting process and promptly submitting a compilation of non-identifying information and data from the Pro Bono Legal Service Reports to the Standing Committee on Pro Bono Legal Service.

Lawyers usually submit their Pro Bono Legal Service Reports annually. As part of implementation of the Attorney Information System (AIS), however, which consolidates Maryland attorneys' compliance requirements and standardizes the reporting calendar,¹ the current report summarizes Pro Bono Legal Service Reports submitted for Fiscal Year 2020 (i.e., July 1, 2019, to June 30, 2020). Appendices B and C provide a sample Pro Bono Legal Service Report and instructions on completing the report in AIS, respectively.

During 2020 and 2021, several communications were sent out to Maryland attorneys on active status regarding reporting of their pro bono activities during the reporting cycle. Pursuant to Maryland Rule 19-801(c), all communications with attorneys may be sent electronically:

- First round: An initial email was sent on July 10, 2020, to all lawyers who were on active status in the Attorney Information System (AIS).
- Second round: An email reminder was sent out on August 24, 2020, to lawyers who had not filed their pro bono report as of that date.
- Third round: An AIS Alert and Compliance Reminder was emailed on December 10, 2020, to lawyers who had not filed their pro bono report as of that date.
- Fourth round: A "Notice of Failure to File" was sent out on February 11, 2021, to approximately 2,158 lawyers who had not filed their pro bono report.
- Fifth round: A final courtesy reminder was sent out on March 1, 2021, to lawyers who had not yet filed the pro bono report.
- Sixth round: On May 7, 2021, a 'Decertification Order' signed by the Court of Appeals was sent to 144 lawyers who had failed to file the pro bono report by that date.

This report covers the 40,165 Pro Bono Legal Service Reports received from lawyers listed as active in AIS by May 6, 2021, for the FY 2020 reporting period.

The purposes of this summary report are:

1. to identify and evaluate the status of pro bono service engaged in by Maryland lawyers;

¹ In addition to annual reporting on pro bono activity, AIS combines attorney registration and maintenance of current contact information, payment of Client Protection Fund assessments, and reporting on IOLTA accounts. Prior to AIS, the compliance requirements did not all follow the same fiscal year-based reporting cycle. More information about AIS is available at <https://mdcourts.gov/lawyers/ais>.



2. to assess whether a target goal of 50 hours of pro bono service for lawyers in the full-time practice of law was achieved;
3. to determine the level of financial contribution to legal services organizations by Maryland attorneys; and
4. to identify areas that need to be improved for promoting pro bono services.

General Characteristics of Maryland Lawyers

This section provides an overall picture of Maryland lawyers’ practices using descriptive statistics from the Pro Bono Legal Service Report data.

Geographical Location

Table 1 below shows the distribution of lawyers by address in AIS.

Although the legacy reports categorized attorneys by their business addresses, the current report uses the addresses designated in AIS as primary. Primary addresses in AIS include 20,315 business addresses (50.6%), 8,614 personal addresses (21.4%), 11,184 addresses of unknown type (27.8%), and 51 temporary addresses (0.1%).² The table omits 3 (three) lawyers with no primary address in AIS.

About 60% of lawyers certified to practice in Maryland report a primary address in Maryland, followed by 16% in Washington, D.C. The table includes numbers from previous years for reference. These are not directly comparable due to both the change from business to primary address and the change in reporting period noted in the Introduction.

Table 1. Location of Active Lawyers Admitted to Practice in Maryland

	AIS - Primary Address				Legacy Reports - Business Address					
	FY 2020		January 2018 to June 2019		CY 2017		CY 2016		CY 2015	
	<i>N</i>	%	<i>N</i>	%	<i>N</i>	%	<i>N</i>	%	<i>N</i>	%
Maryland	24,227	60.3%	24,205	60.4%	22,448	55.8%	22,482	56.5%	22,276	56.6%
Washington, D.C.	6,488	16.2%	6,637	16.6%	9,432	23.5%	9,232	23.2%	9,262	23.5%
Virginia	3,537	8.8%	3,453	8.6%	2,999	7.5%	2,978	7.5%	2,901	7.4%
Other U.S.	5,767	14.4%	5,631	14.1%	5,146	12.8%	4,920	12.4%	4,747	12.1%
Foreign	143	0.4%	140	0.3%	183	0.5%	182	0.5%	173	0.4%
Total	40,162	100%	40,066	100%	40,208	100%	39,794	100%	39,359	100%

In Table 1, and throughout this report, “Other U.S.” includes 6 attorneys with primary addresses in Puerto Rico and 2 attorneys with primary addresses in Guam.

In addition to the lawyer’s primary address in AIS, the Pro Bono Legal Service Report collects information on up to 3 jurisdictions where each lawyer reports practicing. Fifty-two percent of the attorneys (20,893) reported practicing in one or more Maryland jurisdictions (including 8,467 who claim to practice in “All of Maryland”), while about 35% (13,923) reported practicing outside of Maryland only. The remaining 13% of lawyers, who did not provide any practice

² The AIS data include 11 attorneys with 2 addresses designated primary addresses. This report uses the business address for the 6 of those 11 with a business address and the personal address for the remaining 5 attorneys. For only 2 attorneys does the selected address affect the state or county; using business addresses places those 2 attorneys in Baltimore City, rather than Baltimore County and Montgomery County.

jurisdiction, indicated elsewhere in their Pro Bono Legal Service Reports either that they are judges or clerks (222)³—who are not asked to report their practice jurisdiction—or that they are not practicing (5,117).

Table 2 below shows the distribution of reported practice jurisdictions. Although the corresponding table in the legacy reports included a single practice jurisdiction, in Maryland only, per attorney, the current report includes information on up to 3 reported practice jurisdictions. Because lawyers could report up to 3 jurisdictions, the 50,370 total reported jurisdictions is greater than the total number of lawyers.

For the current reporting period the percentages displayed in Table 2 are of all 40,162 lawyers (as opposed to, e.g., all reported practice jurisdictions or all reported Maryland practice jurisdictions). For reference Table 2 includes numbers from previous years. These are not directly comparable due to the inclusion of up to 3 practice jurisdictions, whether or not in Maryland, from the current reporting period, and the change in reporting period, noted in the Introduction.

Notwithstanding the methodological changes from the legacy reports, the Maryland jurisdictions where the largest numbers of attorneys reported remain Montgomery County (4,622), Baltimore City (3,856), Baltimore County (3,486), Prince George’s County (3,200), Anne Arundel County (1,847), and Howard County (1,248)

³ Generally, judges and law clerks should not receive the notice to report.

Table 2. Attorneys’ Practice Jurisdictions

	AIS - Up to 3 Practice Jurisdictions				Legacy Reports - 1 Practice Jurisdiction					
	FY 2020		January 2018 to June 2019		CY 2017		CY 2016		CY 2015	
	<u>N</u>	<u>%</u>	<u>N</u>	<u>%</u>	<u>N</u>	<u>%</u>	<u>N</u>	<u>%</u>	<u>N</u>	<u>%</u>
Allegany County	127	0.3%	139	0.3%	122	0.6%	116	0.6%	111	0.6%
Anne Arundel County	1,847	4.6%	2,188	5.5%	1,641	8.3%	1,607	8.2%	1,551	8.1%
Baltimore City	3,856	9.6%	5,247	13.1%	4,831	24.5%	4,860	24.8%	4,805	25.0%
Baltimore County	3,486	8.7%	4,288	10.7%	2,727	13.8%	2,703	13.8%	2,680	14.0%
Calvert County	289	0.7%	248	0.6%	123	0.6%	130	0.7%	132	0.7%
Caroline County	100	0.2%	96	0.2%	40	0.2%	41	0.2%	37	0.2%
Carroll County	353	0.9%	367	0.9%	243	1.2%	231	1.2%	218	1.1%
Cecil County	198	0.5%	192	0.5%	114	0.6%	103	0.5%	101	0.5%
Charles County	421	1.0%	413	1.0%	186	0.9%	187	1.0%	173	0.9%
Dorchester County	103	0.3%	100	0.2%	37	0.2%	37	0.2%	42	0.2%
Frederick County	670	1.7%	698	1.7%	429	2.2%	403	2.1%	404	2.1%
Garrett County	88	0.2%	79	0.2%	34	0.2%	36	0.2%	37	0.2%
Harford County	609	1.5%	624	1.6%	365	1.9%	367	1.9%	376	2.0%
Howard County	1,248	3.1%	1,383	3.5%	901	4.6%	890	4.5%	897	4.7%
Kent County	76	0.2%	71	0.2%	51	0.3%	43	0.2%	40	0.2%
Montgomery County	4,622	11.5%	5,331	13.3%	5,137	26.0%	5,147	26.3%	4,936	25.7%
Prince George's County	3,200	8.0%	3,324	8.3%	2,004	10.2%	1,943	9.9%	1,923	10.0%
Queen Anne's County	165	0.4%	153	0.4%	58	0.3%	64	0.3%	62	0.3%
Saint Mary's County	195	0.5%	108	0.3%	99	0.5%	101	0.5%	97	0.5%
Somerset County	108	0.3%	195	0.5%	22	0.1%	18	0.1%	17	0.1%
Talbot County	161	0.4%	163	0.4%	118	0.6%	110	0.6%	109	0.6%
Washington County	243	0.6%	242	0.6%	142	0.7%	159	0.8%	166	0.9%
Wicomico County	250	0.6%	240	0.6%	184	0.9%	173	0.9%	175	0.9%
Worcester County	216	0.5%	202	0.5%	112	0.6%	101	0.5%	98	0.5%
All of Maryland	8,467	21.1%	3,679	9.2%	3,172	-	3,061	-	3,314	-
Out of State	13,923	34.7%	16,506	41.2%	16,514	-	16,203	-	15,878	-
Blank or N/A	5,349	13.3%	6,007	15.0%	809	-	966	-	991	-
Total	50,370		52,283							

The remaining sections of this report use lawyers’ primary addresses in AIS to designate the locations of lawyers rather than their reported practice jurisdictions.

Years Admitted

Table 3 shows the mean and median numbers of years admitted as of June 30, 2020 (i.e., the end of the reporting cycle). The minimum number of years admitted was less than 1, for attorneys admitted after June 30, 2019, while the maximum was 70 years. The table shows that lawyers with primary addresses in Maryland have generally practiced law longer than lawyers with primary addresses elsewhere.

Table 3. Mean and Median Years Admitted by Location

	Maryland	Washington D.C.	Virginia	Other U.S.	Foreign	Total
<i>N</i>	24,227	6,488	3,537	5,767	143	40,165*
Mean	20.64	15.84	16.99	17.68	16.61	19.11
Median	19.55	13.55	16.54	16.54	14.55	17.53

^a Total includes 3 (three) lawyers with location unknown.

Practice Areas

Similar to geographical practice jurisdictions, AIS collects data on up to 3 primary practice areas of law per attorney. Table 4 shows those primary practice areas among all 40,165 lawyers and for the 17,395 full-time lawyers⁴ with primary addresses in Maryland. Litigation is the most common practice area reported for both groups, followed by Government and Corporate/Business for all lawyers and Corporate Business and Criminal for the Maryland subset. The third and fourth most common practice areas are Other and Criminal, respectively, for all lawyers; and Government and Personal Injury for full-time lawyers in Maryland. Of note, the Fiscal Year 2020 reporting cycle includes the new practice area of Immigration. For both groups, Immigration was the least common practice area.

Because lawyers could report up to 3 practice areas, the total reported practice areas for all lawyers and for full-time lawyers in Maryland exceed the total numbers of lawyers and full-time lawyers in Maryland, respectively. The percentages displayed are of all lawyers and all full-time lawyers with primary addresses in Maryland, respectively.

⁴ As in the legacy reports, full-time lawyers are those who did *not* indicate, in response to screening questions, that they were (a) prohibited from providing pro bono legal service, (b) retired or not actively engaged in the practice of law, (c) practicing law part-time, or (d) a law clerk or sitting or senior judge. These screening items are in Step 1 of the Pro Bono Legal Service Report in AIS (see Appendix C).

Table 4. Attorneys’ Practice Areas of Law

Table 4. Attorneys’ Practice Areas of Law	Practice Areas Among All Lawyers		Practice Areas Among Full-Time Lawyers in Maryland	
	N	%	N	%
Administrative Law	3,934	9.8%	1,837	10.5%
Banking/Finance	1,465	3.6%	669	3.8%
Bankruptcy/Commercial	1,124	2.8%	678	3.9%
Corporate/Business	4,877	12.1%	2,355	13.5%
Criminal	4,068	10.1%	2,354	13.5%
Elder Law	549	1.4%	315	1.8%
Employment/Labor	2,688	6.7%	1,241	7.1%
Environmental	718	1.8%	258	1.5%
Family/Domestic	2,649	6.6%	1,906	10.9%
General Practice	2,955	7.4%	1,662	9.5%
Government	4,886	12.2%	2,070	11.9%
Health	1,437	3.6%	680	3.9%
Immigration	1,122	2.8%	481	2.8%
Insurance	1,311	3.3%	779	4.5%
Intellectual Property/Patents/	1,473	3.7%	514	2.9%
Litigation	7,066	17.6%	3,572	20.5%
Personal Injury	2,839	7.1%	2,057	11.8%
Real Estate	3,319	8.3%	1,929	11.1%
Taxation	1,219	3.0%	546	3.1%
Trusts/Estates/Wills	2,605	6.5%	1,527	8.7%
Other	4,758	11.8%	1,936	11.1%
Blank or N/A	5,350 ^a	13.3%	456 ^b	2.6%
Total	62,412	100.0%	29,822	100.0%

^a These lawyers indicated elsewhere in their Pro Bono Legal Service Reports either that they are judges or clerks (222), the Pro Bono Legal Service Reports for whom do not include the practice area question, or that they are not practicing (5,128).

^b Although these attorneys meet the definition of full-time attorneys, see footnote 4, they reported elsewhere in their Pro Bono Legal Service Reports that they are not practicing.

Pro Bono Service

In this section, we present results of analyses of the Fiscal Year 2020 Pro Bono Legal Service Report data on pro bono service provided, hours spent to improve the law and the legal system, and financial contributions made by Maryland lawyers.

Pro Bono Service by Primary Address Location

In total Maryland lawyers reported providing 1,035,327 hours of pro bono service.⁵ For reference, from January 2018 to June 2019, the total numbers of pro bono hours were 16 percent higher at a little more than 1.2 million hours, but these are not comparable with the current report due to the change in reporting period (12 months vs. 18 months). Taking the different reporting period into account, the per month average is substantially lower.⁶

As shown in Table 5, among 40,146 lawyers, 15,444 (38.5%) reported some pro bono activity. Among 24,215 lawyers with primary addresses in Maryland, 9,633 (39.8%) rendered pro bono hours greater than zero, compared to 36.5% among lawyers with primary addresses out of state. The table includes percentages from previous years for reference, even though these are not comparable, due to the change in reporting period and the change from business to primary address, as described above.

Table 5. Percentage of Lawyers with Any Pro Bono Activity

	FY 2020	January 2018 to June 2019	CY 2017	CY 2016	CY 2015
All Reporting Lawyers^a	38.5%	39.7%	41.2%	41.7%	42.1%
Lawyers with Primary Addresses in Maryland	39.8%	41.4%	44.4%	45.3%	45.8%
Lawyers with Primary Addresses Out of State	36.5%	37.1%	37.2%	37.1%	37.3%

^a Includes 3 lawyers with location unknown.

⁵ This total and other pro bono service analyses in this report exclude 19 attorneys who each reported providing more than 40 hours per week of pro bono service. We assume these entries are data entry errors, calculation errors, or from attorneys employed in public interest organizations incorrectly characterizing all their work as pro bono.

⁶ Per month averages also may not be directly comparable from CY2018/FY2019 to FY 2020 given that donations of time or money may vary by time of year.

As Figure 1 shows, the proportions of lawyers who rendered pro bono service also differ by region of primary address within Maryland. The Central Region includes Anne Arundel, Baltimore, Carroll, Harford, and Howard Counties, and Baltimore City. The Capital Region includes Frederick, Montgomery, and Prince George’s Counties. The Western Region includes Allegany, Garrett, and Washington Counties. The Eastern Region includes Caroline, Cecil, Dorchester, Kent, Queen Anne’s, Somerset, Talbot, Wicomico, and Worcester Counties. The Southern Region includes Calvert, Charles, and St. Mary’s Counties. During the Fiscal Year 2020 reporting period, larger proportions of lawyers in rural areas of Maryland rendered pro bono services compared to lawyers in the Central and Capital Regions. Again, we provide percentages from previous years for reference.

Figure 1. Percentage of Lawyers with Any Pro Bono Hours by Region

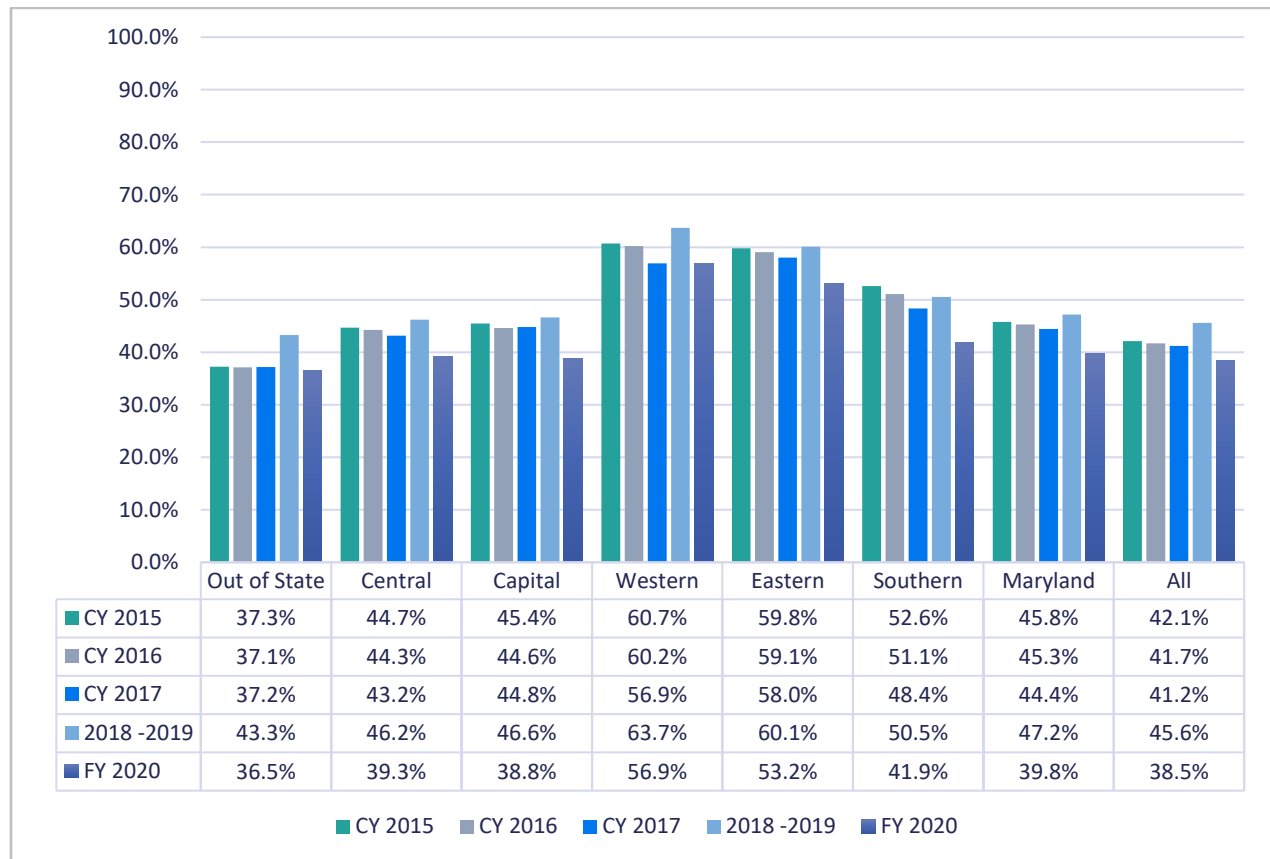
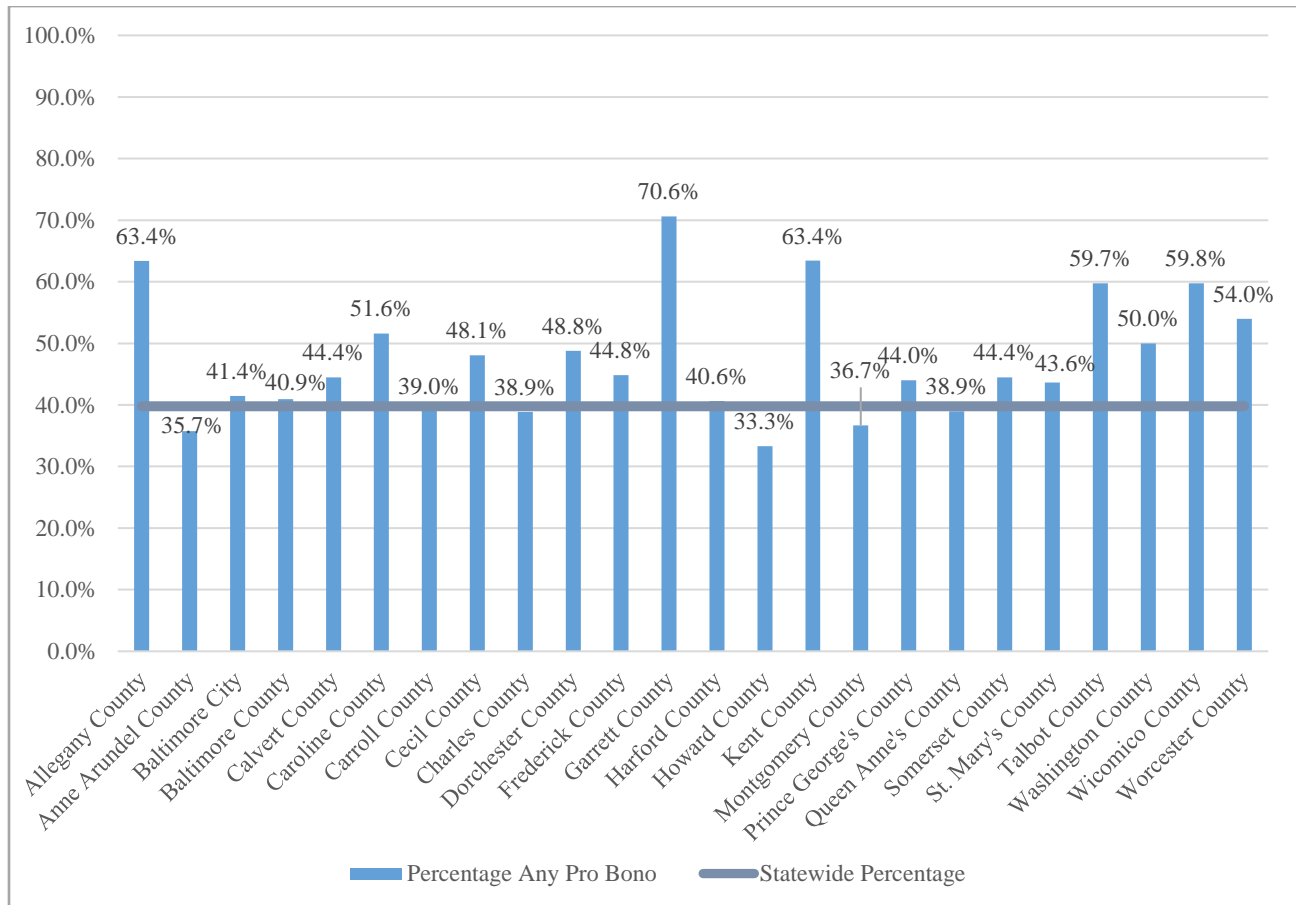


Figure 2 displays pro bono participation by county.⁷ The largest percentage of lawyers reporting any pro bono service was in Garrett County, with 70.6% of lawyers rendering pro bono service. Lawyers in Allegany and Kent Counties reported the second highest level of pro bono participation (63.4%), followed by Wicomico County (59.8%).

Figure 2. Percentage of Lawyers with Any Pro Bono Hours by County



Maryland Rule [19-306.1](#) establishes an aspirational 50-hour pro bono service goal for lawyers practicing full time. As shown in Table 6, among full-time lawyers in Maryland, 44.9% reported providing more than zero hours of pro bono service during the Fiscal Year 2020 reporting cycle. Among all full-time lawyers in Maryland, 15.6% reported providing 50 or more hours of pro bono service during the Fiscal Year 2020 reporting period. The Eastern Region had the largest percentage of full-time lawyers providing any pro bono (64.6%), followed by the Western Region (62.4%). The Eastern Region was, again, the highest with 27.7% of full-time lawyers who reported providing 50 or more hours of pro bono service, followed by 18.8% in the Western

⁷ County is generally the county listed for the primary address in AIS. For approximately 250 attorneys with primary addresses in Maryland missing a county in AIS, we used the ZIP code from the primary address and the ZIP Code Lookup Table available from the [Maryland Open Data Portal](#) (updated September 12, 2018). For more than 96% of attorneys with primary addresses in Maryland that have both county and ZIP code information in AIS, the ZIP code obtained using the lookup table matches the county from AIS. For the approximately 600 attorneys where these conflict we use the county from AIS because ZIP codes may cross jurisdictional boundaries.

Region, and 16.5% in the Capital Region. Lawyers in the Southern Region reported the lowest percentage of lawyers providing 50 or more pro bono hours (12.7%). This table includes 3 full-time lawyers in Maryland with no specified address.

Table 6. Pro Bono Service by Region

		All Areas	Central Region	Capital Region	Western Region	Eastern Region	Southern Region	All of Maryland	Out of State
All Lawyers	No pro bono	61.5%	60.7%	61.2%	43.1%	46.8%	58.1%	60.2%	63.5%
	< 50 Hours	24.4%	26.5%	24.2%	38.6%	32.1%	30.5%	26.1%	22.0%
	≥50 Hours	14.0%	12.7%	14.5%	18.3%	21.1%	11.4%	13.7%	14.5%
Full-time Lawyers	No pro bono	56.2%	55.9%	56.3%	37.6%	35.4%	50.4%	55.1%	57.8%
	< 50 Hours	27.5%	29.7%	27.2%	43.6%	36.9%	36.9%	29.3%	25.0%
	≥50 Hours	16.3%	14.4%	16.5%	18.8%	27.7%	12.7%	15.6%	17.1%
Other Lawyers	No pro bono	76.3%	73.6%	73.4%	58.4%	72.3%	75.2%	73.3%	81.6%
	< 50 Hours	15.8%	18.1%	17.0%	24.7%	21.4%	16.3%	17.8%	12.2%
	≥50 Hours	7.9%	8.3%	9.6%	16.9%	6.3%	8.5%	8.8%	6.2%
All Lawyers	No pro bono	24,702	8,135	5,674	127	360	286	14,583	10,117
	< 50 Hours	9,808	3,552	1,794	114	247	150	6,311	3,497
	≥50 Hours	5,638	1,705	1,091	54	162	56	3,324	2,314
Full-time Lawyers	No pro bono	16,598	5,422	3,718	82	188	171	9,582	7,014
	< 50 Hours	8,129	2,884	1,794	95	196	125	5,095	3,034
	≥50 Hours	4,800	1,398	1,091	41	147	43	2,721	2,079
Other Lawyers	No pro bono	8,104	2,713	1,956	45	172	115	5,001	3,103
	< 50 Hours	1,679	668	453	19	51	25	1,216	463
	≥50 Hours	838	307	255	13	15	13	603	235

For reference Table 7 shows the differences in the percentage points, from January 2018 to June 2019, notwithstanding that the numbers are not directly comparable, of lawyers who reported providing 50 or more hours of pro bono services.

Table 7. Percentage Point Change in Lawyers with \geq 50 Hours of Pro Bono Service

	All Areas	Central Region	Capital Region	Western Region	Eastern Region	Southern Region	All of Maryland	Out of State
All Lawyers	-1.8%	-1.9%	-3.4%	-1.6%	-4.9%	-1.9%	-1.9%	-1.7%
Full-Time Lawyers	-2.2%	-2.3%	-2.1%	-1.2%	-4.7%	-2.5%	-2.3%	-2.0%
Other Lawyers	-0.8%	-0.6%	-0.6%	-2.8%	-5.0%	-0.6%	-0.8%	-0.8%

Table 8 shows the percentages of full-time lawyers in Maryland reporting any pro bono service and with 50 or more pro bono hours by primary address location. Kent County had the largest percentage of full-time lawyers who reported any pro bono service (84.6%), followed by Talbot County (74.2%), and Allegany County (72.0%). Caroline County (42.9%) had the largest proportion of lawyers who reported providing at least 50 hours or pro bono service, followed by, Garrett County (38.1%) and Talbot County (32.0%).

Table 8. Percentage of Full-Time Lawyers in Maryland with ≥ 50 Hours of Pro Bono Service by Jurisdiction

Jurisdiction	Number of Lawyers	No Pro Bono	<50 Hours Pro Bono	≥ 50 Hours Pro Bono
Allegany	75	28.0%	52.0%	20.0%
Anne Arundel	1,574	60.0%	26.2%	13.9%
Baltimore City	4,028	54.7%	29.8%	15.5%
Baltimore County	2,519	53.5%	32.6%	13.9%
Calvert	107	44.9%	39.3%	15.9%
Caroline	21	38.1%	19.0%	42.9%
Carroll	207	49.8%	33.3%	16.9%
Cecil	72	41.7%	37.5%	20.8%
Charles	150	52.7%	37.3%	10.0%
Dorchester	24	41.7%	33.3%	25.0%
Frederick	378	46.3%	34.9%	18.8%
Garrett	21	33.3%	28.6%	38.1%
Harford	306	53.9%	31.0%	15.0%
Howard	1,070	61.6%	26.6%	11.8%
Kent	26	15.4%	69.2%	15.4%
Montgomery	4,686	58.4%	25.8%	15.8%
Prince George's	1,539	52.4%	29.4%	18.2%
Queen Anne's	72	47.2%	20.8%	31.9%
Somerset	13	38.5%	38.5%	23.1%
St. Mary's	82	53.7%	32.9%	13.4%
Talbot	97	25.8%	42.3%	32.0%
Washington	122	44.3%	41.0%	14.8%
Wicomico	128	35.9%	32.8%	31.3%
Worcester	78	33.3%	46.2%	20.5%
Statewide Total	17,395	55.1%	29.3%	15.6%

Figure 3. Percentage of Full-Time Lawyers with ≥ 50 Hours of Pro Bono Service by Primary Address Jurisdiction

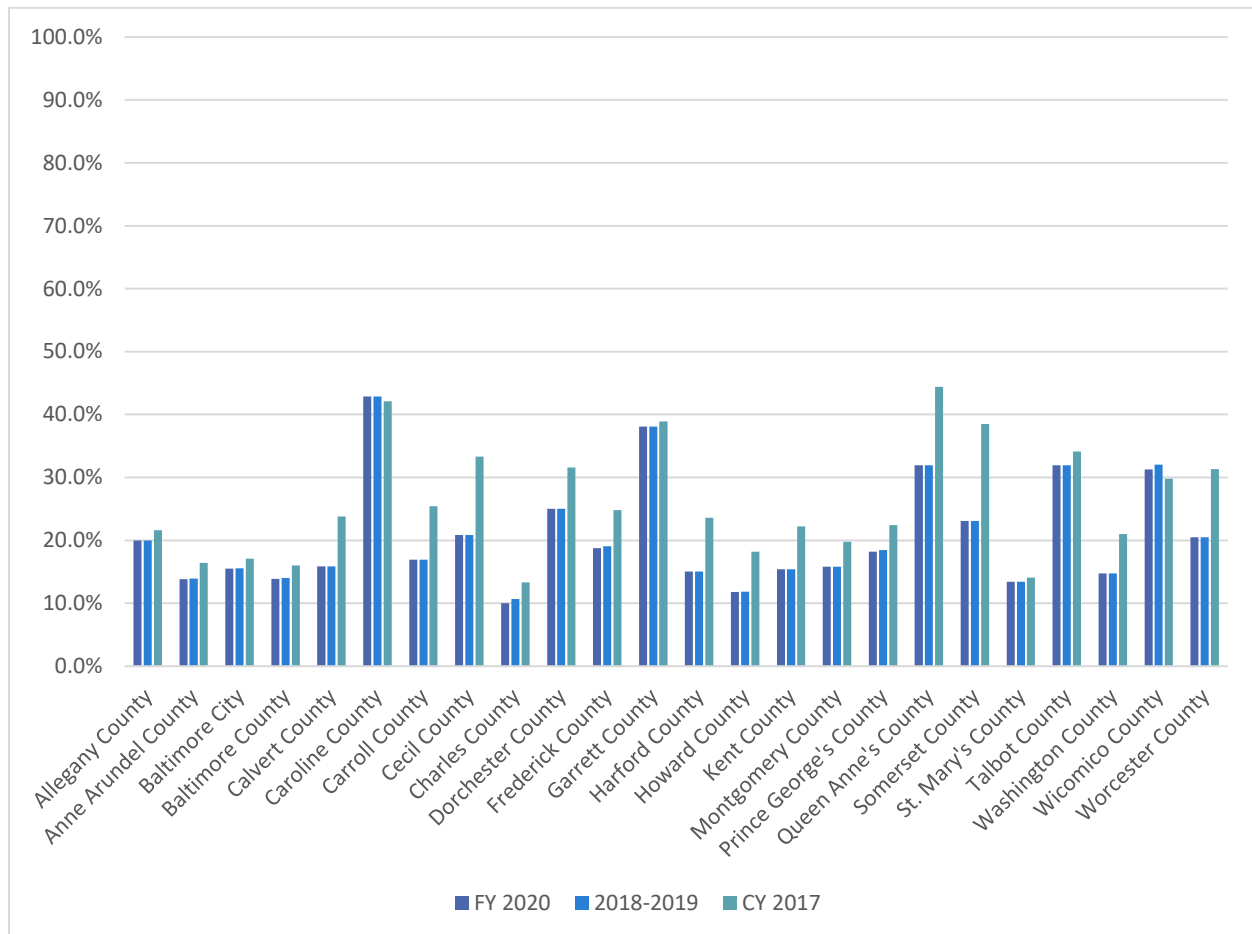


Figure 3 displays the percentages of lawyers with 50 or more hours of pro bono service visually. The figure also includes percentages from previous years for reference, although these are not comparable.

Pro Bono Service Beneficiaries

The Pro Bono Legal Service Report includes a series of items regarding the recipients of pro bono legal service. The possible responses in Section 5 of Step 3 of the Pro Bono Legal Service Report in AIS are:

- 5A. People of limited means;
- 5B. Charitable, religious, civic, community, governmental, or educational organizations in matters addressing the needs of people of limited means;
- 5C. Individuals, groups, or organizations seeking to secure or protect civil rights, civil liberties, or public rights; and
- 5D. Charitable, religious, civic, community, governmental, or educational organizations in matters furthering their organizational purposes, when the payment of the standard legal

fees would significantly deplete the organization’s economic resources or would be inappropriate.

Table 9 presents the results from these items. Overall, people of limited means received the plurality of pro bono hours provided (48.4%), while organizations addressing the needs of such people received an additional 18.2% of reported pro bono hours. Lawyers reported providing 12.9% of pro bono hours to entities pursuing rights and liberties, and 20.4% of hours to organizations in matters furthering the organizations’ purposes. Lawyers with primary addresses in Maryland rendered a smaller proportion of their pro bono service on civil rights and liberties than out-of-state lawyers, with larger proportions in all other areas.

Table 9. Distribution of Pro Bono Service by Beneficiary Type and Region

Section ^a	All Areas	Central Region	Capital Region	Western Region	Eastern Region	Southern Region	All of Maryland	Out of State
5A.	48.4%	47.0%	51.4%	55.7%	64.1%	57.4%	50.0%	46.2%
5B.	18.2%	18.9%	18.1%	13.0%	15.0%	20.8%	18.3%	18.1%
5C.	12.9%	10.3%	10.5%	1.9%	2.9%	5.0%	9.8%	17.1%
5D.	20.4%	23.7%	19.9%	29.4%	17.9%	16.8%	21.8%	18.5%
Total	100%	100%	100%	100%	100%	100%	100%	100%

^a Reporting Sections are as follows: 5A. People of limited means; 5B. Charitable, religious, civic, community, governmental, or educational organizations in matters addressing the needs of people of limited means; 5C. Individuals, groups, or organizations seeking to secure or protect civil rights, civil liberties, or public rights; and 5D. Charitable, religious, civic, community, governmental, or educational organizations in matters furthering their organizational purposes, when the payment of the standard legal fees would significantly deplete the organization’s economic resources or would be inappropriate.

The Pro Bono Legal Service Report asks how many of the pro bono service hours provided were on matters referred by pro bono and legal services organizations. Among all reporting lawyers, 39.4% of all pro bono hours provided were on matters referred by an organization (see Table 10). The proportion of reported hours provided on matters referred by organizations ranged from slightly more than a quarter of hours provided to further organizational purposes (22.0%) to just under one half of the pro bono hours provided people of limited means (46.9%). Lawyers with primary addresses in Maryland provided less of their pro bono service on matters referred by a pro bono or legal services organization than lawyers with primary addresses out of state.

Table 10. Percentages of Pro Bono Hours on Matters from a Pro Bono or Legal Services Organization by Beneficiary Type and Region

Section ^a	All Areas	Central Region	Capital Region	Western Region	Eastern Region	Southern Region	All of Maryland	Out of State
5A.	46.9%	44.9%	43.2%	20.1%	49.9%	27.5%	43.8%	51.5%
5B.	38.1%	31.5%	40.8%	37.1%	26.5%	26.6%	35.2%	42.2%
5C.	40.4%	43.8%	33.3%	25.3%	39.3%	23.2%	38.8%	41.6%
5D.	22.0%	21.8%	21.1%	7.8%	12.0%	7.0%	20.7%	24.2%
Total	39.4%	36.8%	37.3%	18.8%	39.3%	23.7%	36.6%	43.0%

^a Reporting Sections are as follows: 5A. People of limited means; 5B. Charitable, religious, civic, community, governmental, or educational organizations in matters addressing the needs of people of limited means; 5C. Individuals, groups, or organizations seeking to secure or protect civil rights, civil liberties, or public rights; and 5D. Charitable, religious, civic, community, governmental, or educational organizations in matters furthering their organizational purposes, when the payment of the standard legal fees would significantly deplete the organization’s economic resources or would be inappropriate.

Practice Areas and Pro Bono Service

Table 11 shows the five most frequent attorney practice areas contrasted with the five most frequent pro bono service areas among full-time lawyers in Maryland.

Table 11. Comparison of Pro Bono Service Areas and Practice Areas Among Full-Time Lawyers in Maryland with Any Pro Bono Activity

Rank	Pro Bono Service Area	Practice Area
1	General Practice	Litigation
2	Family/Domestic	Corporate/Business
3	Other	Criminal
4	Corporate	Government
5	Criminal	Personal Injury

The percentages of lawyers who reported providing pro bono services differs greatly by their reported practice areas. Among full-time lawyers with primary addresses in Maryland, Table 12 shows that 37.1% of lawyers who reported General Practice as a practice area reported providing 50 or more pro bono hours, followed by 36.9% among those who reported practicing Trust/Estates/Wills legal practice, and 36.7% among those reporting Immigration. The three practice areas where the greatest percentages of lawyers reported providing any pro bono service were Elder Law (71.4%), Trust/Estates/Wills (71.3%) and Family/Domestic (69.3%).

Table 12. Reported Pro Bono Service by Attorneys’ Practice Areas of Law

	Number of Lawyers ^a	Percentage with ≥50 Pro Bono Hours	Percentage with >0 Pro Bono Hours
Administrative Law	1,836	14.7%	30.3%
Banking/Finance	669	19.1%	44.2%
Bankruptcy/Commercial	678	29.8%	61.9%
Corporate/Business	2,354	25.7%	53.0%
Criminal	2,354	24.6%	48.7%
Elder Law	315	35.9%	71.4%
Employment/Labor	1,241	19.7%	46.7%
Environmental	257	15.2%	31.5%
Family/Domestic	1,901	35.8%	69.3%
General Practice	1,661	37.1%	65.4%
Government	2,070	9.8%	24.6%
Health	679	12.4%	29.3%
Immigration	480	36.7%	64.0%
Insurance	779	12.5%	33.2%
Intellectual Property/Patents	514	16.1%	40.5%
Litigation	3,572	26.1%	52.7%
Personal Injury	2,057	25.5%	55.1%
Real Estate	1,929	24.6%	55.3%
Taxation	546	25.1%	55.9%
Trusts/Estates/Wills	1,526	36.9%	71.3%
Other	1,933	19.6%	42.1%
Blank ^b	455	6.6%	6.6%
Total	29,806^a	23.4%	48.5%

^a Numbers in this column differ slightly from Table 4 due to omission of extreme values. See footnote 6.

^b Although these attorneys meet the definition of full-time attorneys, see footnote 5, they reported elsewhere in their Pro Bono Legal Service Reports that they are not practicing.

Hours to Improve the Law and Financial Contributions

During the Fiscal Year 2020 reporting period, a total of 7,600 lawyers reported contributing hours to activities related to improving the law, the legal system, or the legal profession in Step 4 Section 8 of the Pro Bono Legal Service Report in AIS.⁸ The total of such hours was 293,875. For reference, for reporting period January 2018 through June 2019, the total was 470,967 reported hours from 7,449 lawyers, which equates to approximately 26,165 hours per month for the 18 months of the previous reporting period, and 24,490 hours per month for Fiscal Year

⁸ Similar to analyses of pro bono service, see footnote 6, we omit 6 attorneys who report contributing more than 40 hours per week on these activities.

2020⁹. The total financial contributions to organizations that provide legal services to people of limited means (Section 9 of Step 4) was \$7,413,443 from 7,429 contributing lawyers¹⁰ (for reference \$7,531,612 in financial contributions were reported by 7,449 lawyers from January 2018 through June 2019).

Table 13 presents the percentages of lawyers who reported devoting hours to improving the law (Section 8) and making financial contributions (Section 9). Higher percentages of all lawyers and full-time lawyers with primary addresses in Maryland devoted hours to improving the law, the legal system, or the legal profession, compared out-of-state lawyers, but smaller proportions of lawyers in Maryland reported providing financial support.

Table 13. Percentages of Lawyers Who Contributed Hours to Improve the Law or Made Financial Contributions, by Region

Section ^a		All Areas	Central Region	Capital Region	Western Region	Eastern Region	Southern Region	All of Maryland	Out of State
8	Full-Time Lawyers	21.5%	23.2%	21.7%	22.0%	22.2%	20.9%	22.6%	20.1%
8	Other Lawyers	11.6%	12.0%	11.7%	6.5%	10.5%	13.1%	11.8%	11.4%
8	All Lawyers	18.9%	20.1%	18.8%	18.0%	18.6%	18.5%	19.5%	18.0%
9	Full-Time Lawyers	19.8%	18.2%	18.8%	11.0%	8.1%	9.1%	17.8%	22.7%
9	Other Lawyers	14.7%	14.9%	15.3%	10.4%	7.1%	8.5%	14.6%	15.0%
9	All Lawyers	18.5%	17.3%	17.8%	10.8%	7.8%	8.9%	16.9%	20.9%

^a Reporting sections are as follows: 8. hours devoted to participating in activities that improve the law, legal system, or legal profession; hours improving the law; 9. financial contributions made to agencies that provide legal services to people of limited means.

The percentages of full-time lawyers in Maryland who reported financial contributions also varied by reported practice areas. As shown in Table 14, attorneys who reported practicing in Environmental, Health, and Immigration had the largest percentages who reported making a financial contribution (regardless of amount). Attorneys who reported practicing Personal Injury, Insurance, and Criminal law had the smallest percentages reporting financial contributions.

⁹ Similar to footnote 7, the effects of seasonality may make these per-month averages not comparable.

¹⁰ We omit two attorneys who reported negative financial contributions..

Table 14. Full-Time Lawyers in Maryland Who Reported Financial Contributions by Practice Areas

	Number of Lawyers^a	Number of Lawyers Reporting Contribution	Percentage of Lawyers Reporting Contribution
Administrative Law	1,837	347	18.9%
Banking/Finance	669	145	21.7%
Bankruptcy/Commercial	678	137	20.2%
Corporate/Business	2,355	463	19.7%
Criminal	2,354	281	11.9%
Elder Law	315	67	21.3%
Employment/Labor	1,241	272	21.9%
Environmental	258	65	25.2%
Family/Domestic	1,906	343	18.0%
General Practice	1,661	249	15.0%
Government	2,070	418	20.2%
Health	680	155	22.8%
Immigration	481	109	22.7%
Insurance	779	108	13.9%
Intellectual Property/Patents	514	85	16.5%
Litigation	3,571	689	19.3%
Personal Injury	2,056	288	14.0%
Real Estate	1,929	381	19.8%
Taxation	546	117	21.4%
Trusts/Estates/Wills	1,526	277	18.2%
Other	1,936	393	14.0%
Blank^b	456	68	20.3%
Total	29,818 ^a	5,457	18.3%

^a Numbers in this column differ slightly from Table 4 due to omission of negative values. See footnotes 6 and 9.

^b Although these attorneys meet the definition of full-time attorneys, see footnote 5, they reported elsewhere in their Pro Bono Legal Service Reports that they are not practicing.

Pro Bono Service by Employment Type and Firm Size

Table 15 shows the distribution of lawyers, excluding 233 sitting judges, senior judges, and law clerks, by their reported type of employer. Overall, about half (19,734) of all lawyers reported practicing in a private firm. Among full-time lawyers, the percentage practicing in a private firm was somewhat higher, at 57.0%, and among full-time lawyers with primary addresses in Maryland, slightly higher still (58.5%).

Table 15. Distribution of Lawyers by Employer Type

	Private Firm	Corporate Counsel	Government Agency	Not Practicing	Legal Services Organization	Public Interest Organization	Total
Full-Time Lawyers							
<i>N</i>	16,847	3,277	6,929	813	520	1,156	29,542
<i>%</i>	57.0%	11.1%	23.5%	2.8%	1.8%	3.9%	100.0%
Full-Time Lawyers with Maryland Primary Addresses							
<i>N</i>	10,174	1,623	4,247	456	368	537	17,405
<i>%</i>	58.5%	9.3%	24.4%	2.6%	2.1%	3.1%	100.0%
Full-Time Lawyers with Out-of-State Primary Addresses							
<i>N</i>	6,673	1,654	2,681	356	152	618	12,134
<i>%</i>	55.0%	13.6%	22.1%	2.9%	1.3%	5.1%	100.0%
All Lawyers							
<i>N</i>	19,734	3,629	9,214	5,119	614	1,622	39,932
<i>%</i>	49.4%	9.1%	23.1%	12.8%	1.5%	4.1%	100.0%

Among 19,734 lawyers who reported practicing in a private firm, 30.2% reported a solo practice (see Table 16), 21.1% reported working in a small firm (2-5 lawyers), 14.3% in a medium firm (6-20 lawyers), 7.3% in a large firm (21-49 lawyers), and 27.2% in an extra large firm (50 or more lawyers), as Table 16 shows. All lawyers who reported practicing in a private firm indicated their firm's size.

Table 16. Distribution of Lawyers in Private Firms by Firm Size

	Not Indicated	Solo	Small	Medium	Large	Extra Large	Total
Full-Time Lawyers in Private Firms							
<i>N</i>	0	4,095	3,740	2,605	1,339	5,068	16,847
%	0.0%	24.3%	22.2%	15.5%	7.9%	30.1%	100.0%
Full-Time Lawyers in Private Firms with Maryland Primary Addresses							
<i>N</i>	0	3,041	2,719	1,743	800	1,871	10,174
%	0.0%	29.9%	26.7%	17.1%	7.9%	18.4%	100.0%
Full-Time Lawyers in Private Firms with Out-of-State Primary Addresses							
<i>N</i>	0	1,054	1,021	862	539	3,197	6,673
%	0.0%	15.8%	15.3%	12.9%	8.1%	47.9%	100.0%
All Lawyers in Private Firms							
<i>N</i>	0	5,952	4,163	2,815	1,438	5,366	19,734
%	0.0%	30.2%	21.1%	14.3%	7.3%	27.2%	100.0%

The percentages of lawyers in private firms of varying sizes differs greatly by their primary address location. Proportionally more lawyers with primary addresses in Maryland reported practicing as solo practitioners or in smaller firms compared to lawyers with primary addresses out of state. The difference is especially noticeable among full-time lawyers in extra-large firms. The proportion of full-time lawyers with primary addresses in Maryland who reported working at extra-large firms (18.4%) is well under half the proportion for full-time lawyers out of state (47.9%).

Pro bono activity varied greatly by employment type. As Table 17 indicates, about 84% of all full-time lawyers in government agencies and 83% of lawyers who do not practice report providing no pro bono service, compared to about 37% of lawyers in private firms. About 4% of lawyers in government and 6.9% of corporate counsel reported providing 50 or more hours of pro bono service, compared to 23.8% among lawyers in private firms. A higher proportion of full-time lawyers with Maryland addresses reported providing any pro bono service than full-time lawyers elsewhere, but a smaller percentage reported providing 50 or more hours.

Table 17. Employer Type and Pro Bono Service Among Full-Time Lawyers

	Private Firm	Corporate Counsel	Government Agency	Not Practicing	Legal Services Organization	Public Interest Organization	Total
All Full-Time Lawyers							
No pro bono	39.6%	71.3%	84.1%	83.1%	65.1%	65.2%	56.2%
<50 hours	36.6%	21.8%	12.0%	10.5%	19.6%	20.7%	27.5%
≥50 hours	23.8%	6.9%	3.9%	6.4%	15.3%	14.1%	16.3%
Full-Time Lawyers with Maryland Addresses							
No pro bono	39.1%	71.0%	82.4%	82.2%	65.3%	62.5%	55.1%
<50 hours	38.4%	22.6%	13.5%	11.2%	20.8%	23.9%	29.3%
≥50 hours	22.5%	6.5%	4.1%	6.6%	13.9%	13.6%	15.6%
Full-Time Lawyers with Out-of-State Addresses							
No pro bono	40.3%	71.6%	86.8%	84.3%	64.7%	67.5%	57.8%
<50 hours	33.8%	21.2%	9.6%	9.6%	16.7%	18.0%	25.0%
≥50 hours	25.9%	7.3%	3.5%	6.2%	18.7%	14.4%	17.1%

Among full-time lawyers in private firms, firm size is an important predictor of pro bono hours. As Table 18 indicates, with the exception of lawyers in extra-large firms, as firm size increases the proportion of lawyers reporting any pro bono hours decreases.

Table 18. Firm Size and Pro Bono Service Among Full-Time Lawyers in Private Firms

	Not Indicated	Solo	Small	Medium	Large	Extra Large	Total
All Full-Time Lawyers							
No pro bono	0.0%	29.9%	39.8%	52.3%	56.1%	36.4%	39.6%
<50 hours	0.0%	41.3%	38.6%	32.4%	31.4%	34.8%	36.6%
≥50 hours	0.0%	28.8%	21.6%	15.3%	12.5%	28.8%	23.8%
Full-Time Lawyers with Maryland Addresses							
No pro bono	0.0%	28.5%	38.9%	51.1%	52.6%	39.8%	39.1%
<50 hours	0.0%	42.2%	39.7%	32.7%	35.1%	36.8%	38.4%
≥50 hours	0.0%	29.3%	21.4%	16.2%	12.3%	23.3%	22.5%
Full-Time Lawyers with Out-of-State Addresses							
No pro bono	0.0%	33.9%	42.1%	54.8%	61.2%	34.4%	40.3%
<50 hours	0.0%	38.7%	35.6%	31.8%	25.8%	33.6%	33.8%
≥50 hours	0.0%	27.4%	22.3%	13.5%	13.0%	32.0%	25.9%

Appendix A provides more detailed analysis of pro bono hours provided.

Although providing pro bono service on matters referred by a pro bono or legal services organization entails several benefits,¹¹ lawyers reported providing much of their pro bono service on matters not referred by such organizations. To understand why lawyers forego those benefits Step 3 Section 6 of the Pro Bono Legal Service Report asks why they provided pro bono outside of an organized program.

Table 19 shows responses from lawyers who reported providing non-referral pro bono hours. The majority reported that clients come to them directly. About 9% of all lawyers stated control over client selection and that they were never contacted by an organization. For full-time lawyers with primary addresses in Maryland, 10% cited control over client selection and about 8% reported not being contacted by an organization as the reason. Fairly small numbers of respondents gave other reasons.

Table 19. Reasons for Pro Bono Service Outside of an Organized Program

	All Lawyers		Full-Time Lawyers in Maryland	
	<i>N</i>	%	<i>N</i>	%
In-house pro bono program	758	7.5%	256	4.8%
Clients come to me directly	5,992	59.3%	3,407	63.8%
Control over client selection	929	9.2%	526	9.9%
Too much paperwork/bureaucracy	196	1.9%	91	1.7%
Negative past experience	87	0.9%	51	1.0%
Was unaware of benefits	159	1.6%	67	1.3%
Lack of interest in case-types	399	3.9%	202	3.8%
Never contacted by an organization	891	8.8%	411	7.7%
Other	695	6.9%	328	6.1%
Total	10,106	100%	5,339	100%

The Pro Bono Legal Service Report asks lawyers who did not provide any pro bono service what prevented them (Step 3 Section 7 in AIS). Unfortunately, only 193 attorneys of the more than 24,000 with zero pro bono hours (0.8%) responded to this question, and the response showed significant reporting anomalies. Therefore, these responses are not included in this report.

Voluntary Donations to Maryland Legal Services Providers

After an attorney submits their Pro Bono Legal Service Report, AIS displays the Pro Bono Donation screen, giving lawyers the option to make voluntary contributions to selected organizations.

If a lawyer would like to donate, they indicate the amount in the box provided, and select the DONATE button for the program to which they would like to contribute. To complete the

¹¹ Most legal services organizations provide training, mentoring, malpractice insurance, eligibility screening of clients, and a litigation fund.

donation, the attorney must reenter the amount on the organization's direct payment page. AIS does not process or verify the actual payments. For this reason, data reported here reflects unverified contributions from Maryland lawyers. Attorneys may be unable to complete their donations for a variety of reasons.

For the combined Fiscal Year 2020 reporting cycle, 2,571 attorneys reported 2,596 unverified donations to 40 organizations. Unverified donations totaled \$274,001.25. Table 20 below shows the results for the FY 2020 period. For reference, 1,575 lawyers reported making 1,913 donations totaling approximately \$189,000 for the combined 2018-2019 reporting cycle.

Table 20. Attorney-Reported Donations to Maryland Legal Services Providers

Organization	FY 2020
Allegany Law Foundation	\$555.00
Alternative Directions, Inc.	\$150.00
Asian Pacific American Legal Resource Center	\$2,015.00
Ayuda	\$3,532.00
Baltimore Bar Foundation Senior Legal Services	\$4,200.00
CASA de Maryland	\$14,386.00
Catholic Charities Baltimore Immigration Legal Services	\$6,830.00
Catholic Charities DC Immigration Legal Services	\$14,171.00
Citizens Assisting and Sheltering the Abused (CASA Inc.)	\$3,150.00
Community Law Center	\$1,895.00
Community Legal Services of Prince George's County, Inc.	\$3,915.00
Disability Rights Maryland	\$9,149.00
FreeState Justice	\$2,170.00
Harford County Bar Foundation	\$615.00
Heartly House	\$1,400.00
HIAS	\$5,526.00
Homeless Persons Representation Project	\$6,976.00
HopeWorks of Howard County	\$2,250.00
House of Ruth Maryland	\$18,641.00
Life Crisis Center	\$330.00
Maryland Crime Victims' Resource Center	\$5,532.00
Maryland Legal Aid	\$62,770.00
Maryland Legal Services Corporation	\$8,315.00
Maryland Public Interest Law Project	\$2,753.00
Maryland Volunteer Lawyers Service	\$14,184.75
Mid-Shore Council on Family Violence	\$670.00
Mid-Shore Pro Bono	\$3,790.00
Montgomery County Bar Foundation	\$10,130.75
Pro Bono Resource Center of Maryland	\$15,392.75
Public Justice Center	\$7,231.00
SARC (Sexual Assault/Spouse Abuse Resource Center)	\$4,213.00
Sexual Assault Legal Institute	\$3,632.00
Southern Maryland Center for Family Advocacy	\$1,500.00
St. Ambrose Housing Aid Center	\$2,510.00
Tahirih Justice Center	\$5,876.00
University of Baltimore Students for Public Interest	\$2,850.00
University of Maryland School of Law Medical-Legal Partnership Clinic	\$705.00
Whitman-Walker Health	\$4,060.00
Women's Law Center of Maryland	\$16,030.00
Grand Total	\$274,011.25

Conclusion

This report provides analyses of information reported by licensed Maryland attorneys on their pro bono activities during the Fiscal Year 2020 reporting period. The percentages of lawyers who reported participating in pro bono activities or making financial contributions are not directly comparable to previous reporting periods.

The data show large numbers of Maryland attorneys did not provide any pro bono service during the reporting period. Among those that do, large numbers did not meet the 50-hour aspirational goal established by Maryland Rule 19-306.1.

The available data do not explain why more attorneys did not participate or reach 50 or more hours. We note, however, that the relatively large percentages of Maryland lawyers practicing in smaller firms might not have the resources or margins available to lawyers in larger firms, making the financial burden of pro bono work relatively more difficult to bear. And the relatively large share of lawyers working in government agencies may be subject to rules or policies, whether official and formal, or implicit and informal, inhibiting outside legal practice, including pro bono service.

Direct questions about this report to:

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Appendix A

This Appendix provides a more granular breakdown of pro bono service. Whereas the main body of this report presents information on any pro bono hours, as opposed to none, and 50 pro bono hours or more, this Appendix provides information with additional intermediate cutoffs. This Appendix also subdivides respondents by their number of years admitted.

Table A1 shows the distribution of pro bono hours by attorney location. Although the differences are small, a lower percentage of full-time lawyers with primary addresses in Maryland reported providing 50 more hours of pro bono service than lawyers with primary addresses out of state, but larger percentages reported participation in pro bono at each of the intermediate threshold levels greater than zero.

Table A1. Pro Bono Hours Distribution by Attorney Location

	0 Hours	>0 & ≤5 Hours	>5 & ≤10 Hours	>10 & <50 Hours	≥50 Hours	Total
All Lawyers	61.5%	4.1%	4.7%	15.6%	14.0%	100%
Full-Time Lawyers	56.2%	4.5%	5.3%	17.7%	16.3%	100%
Full-Time Lawyers with Maryland Addresses	55.1%	4.8%	5.9%	18.6%	15.6%	100%
Full-Time Lawyers with Out-of-State Addresses	57.8%	4.1%	4.4%	16.5%	17.1%	100%

Among full-time lawyers, reported pro bono hours differ by years admitted as well. As Table A2 indicates, generally the more years of practice, the larger the percentage of attorneys who reported providing larger numbers of pro bono hours. Among full-time lawyers with fewer than 5 years of practice, for example, 63.5% reported providing no pro bono service and 14.9% reported 50 or more hours of pro bono. In comparison, among full-time lawyers with 25 or more years of practice, only 43.2% reported providing no pro bono service and 22.4% reported 50 or more pro bono hours.

Table A2. Pro Bono Hours by Years Admitted Among Full-Time Lawyers

	0 Hours	>0 & ≤5 Hours	>5 & ≤10 Hours	>10 & <50 Hours	≥50 Hours	Total
<5 Years	63.5%	4.2%	4.1%	13.3%	14.9%	100%
≥5 Years & <10 Years	64.3%	4.5%	4.4%	13.7%	13.2%	100%
≥10 Years & <15 Years	63.6%	5.0%	4.7%	15.0%	11.7%	100%
≥15 Years & <20 Years	60.3%	4.6%	5.5%	16.4%	13.3%	100%
≥20 Years & <25 Years	53.0%	5.2%	5.6%	19.5%	16.8%	100%
≥25 Years	43.2%	4.1%	6.5%	23.8%	22.4%	100%

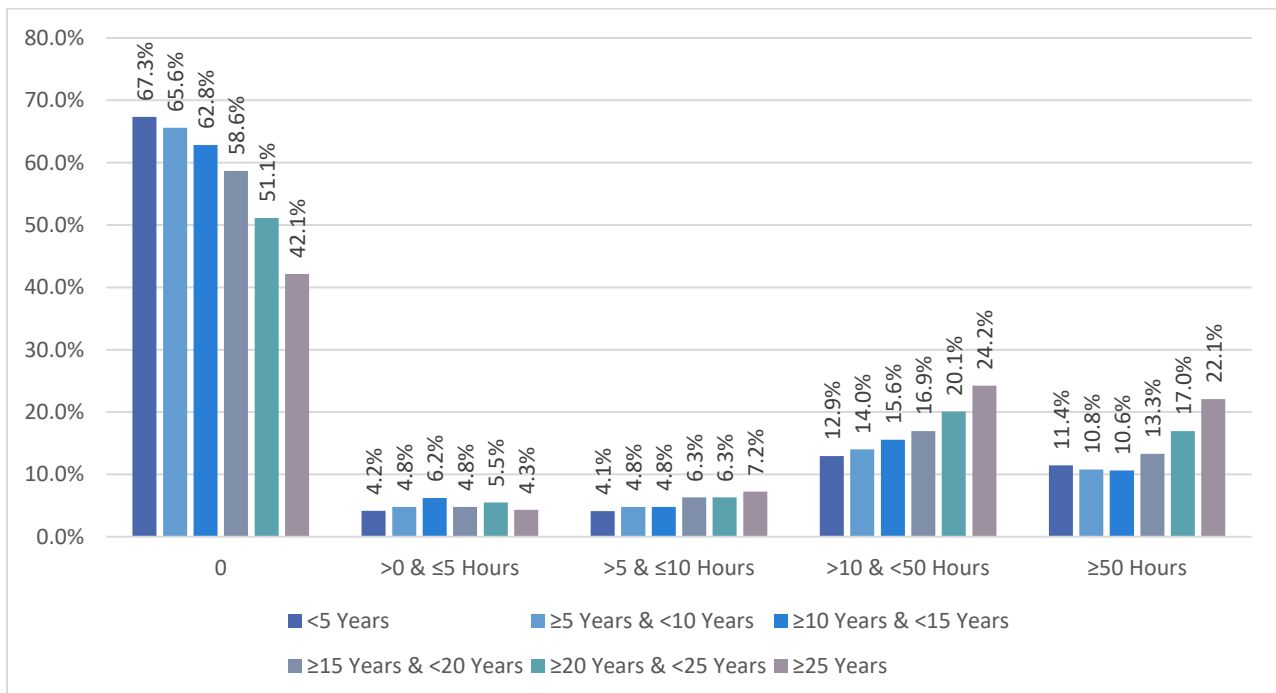
Table A3 shows the distribution limited to full-time lawyers with primary addresses in Maryland. The distribution is generally the same as the pattern shown in Table A2.

Table A3. Pro Bono Hours by Years Admitted Among Full-Time Lawyers with Primary Addresses in Maryland

	0 Hours	>0 & ≤5 Hours	>5 & ≤10 Hours	>10 & <50 Hours	≥50 Hours	Total
<5 Years	67.3%	4.2%	4.1%	12.9%	11.4%	100.0%
≥5 Years & <10 Years	65.6%	4.8%	4.8%	14.0%	10.8%	100.0%
≥10 Years & <15 Years	62.8%	6.2%	4.8%	15.6%	10.6%	100.0%
≥15 Years & <20 Years	58.6%	4.8%	6.3%	16.9%	13.3%	100.0%
≥20 Years & <25 Years	51.1%	5.5%	6.3%	20.1%	17.0%	100.0%
≥25 Years	42.1%	4.3%	7.2%	24.2%	22.1%	100.0%

Figure A1 depicts the information from Table A3 visually.

Figure A1. Pro Bono Hours by Years Admitted Among Full-Time Lawyers with Primary Addresses in Maryland



There could be many reasons for the above differences, one of which could be employer organization type. Table A4 compares the distribution of full-time lawyers with primary addresses in Maryland by type of employer and years admitted. The longer ago a lawyer was admitted, the more likely they are to report practicing in a private firm. Other employer types generally show decreases as years admitted increases.

Table A4. Type of Employer by Years Admitted Among Full-Time Lawyers with Primary Addresses in Maryland

	Private Firm	Corporate Counsel	Government Agency	Not Practicing	Legal Services Organization	Public Interest Organization	Total
<5 Years	55.0%	6.4%	24.7%	4.6%	5.0%	4.3%	100%
≥5 Years & <10 Years	49.1%	9.8%	31.9%	2.7%	3.1%	3.4%	100%
≥10 Years & <15 Years	50.6%	11.3%	30.2%	2.5%	1.7%	3.7%	100%
≥15 Years & <20 Years	53.4%	10.6%	29.4%	2.0%	1.6%	3.0%	100%
≥20 Years & <25 Years	55.8%	12.4%	25.0%	2.0%	1.6%	3.2%	100%
≥25 Years	70.4%	7.8%	16.2%	2.3%	1.1%	2.2%	100%

Appendix B. Sample Pro Bono Legal Service Report

Pro Bono Report for your records - Do not mail.

**COURT OF APPEALS OF MARYLAND
LAWYER PRO BONO LEGAL SERVICE REPORT**

This is your Pro Bono Legal Service Report to be completed in accordance with Maryland Rule 19-503. You must complete and submit the report in AIS by **SEPTEMBER 10th** of each year. Failure to do so may result in decertification to practice law. Your report is confidential under the Maryland Public Information Act, although the non-identifying data contained in the report are not confidential.

THE REPORTING PERIOD: January 1, 2018 THROUGH June 30, 2019

PRACTICE STATUS: Lawyer's status during all or part of the reporting period.

1. Check all that apply:

- a. I was prohibited by statute, ordinance, rule, or regulation from providing Pro Bono legal service as described in Rule 19-306.1 [formerly Rule 6.1(b)(1)] of the Maryland Lawyer's Rules of Professional Conduct. **No**
- b. I was retired or not actively engaged in the practice of law. **No**
- c. I was practicing law part-time. **No**
- d. I was a Judicial Law Clerk or a Sitting or Senior Judge during the entire reporting period.
NOTE: If at any time during the Reporting Period you were not a Judge or Law Clerk, then you must file Pro Bono and IOLTA reports. **No**
- e. None of the Above. **Yes**

PRACTICE AREA:

2. Select where you practice: **Private Firm - Solo Practitioner (1 lawyer)**

3. Primary practice area(s): **Personal Injury, Other, Criminal**

4. Primary practice jurisdiction(s): **Baltimore City, Wicomico County, Worcester County**

PRO BONO SERVICE AND SUPPORT REPORTING:

5. I provided Pro Bono legal services without fee or expectation of fee, or at a substantially reduced fee, as follows:

Services Provided to:	Area(s) of Law:	Hours Provided Which Were Referred by a Pro Bono or Legal Services Organization	Additional Pro Bono Hours Provided (Not Through an Organization)	TOTAL Pro Bono Hours
A. People of limited means	NONE	0	0	0
B. Charitable, religious, civic, community, governmental, or educational organizations in matters addressing the needs of people of limited means	NONE	0	0	0
C. Individuals, groups, or organizations seeking to secure or protect civil rights, civil liberties, or public rights	NONE	0	0	0

Attorney#

Page 1 of 2

<i>Pro Bono Report for your records - Do not mail.</i>				
Services Provided to:	Area(s) of Law:	Hours Provided Which Were Referred by a Pro Bono or Legal Services Organization	Additional Pro Bono Hours Provided (Not Through an Organization)	TOTAL Pro Bono Hours
D.Charitable, religious, civic, community, governmental, or educational organizations in matters furthering its organizational purposes, when payment of standard legal fees would significantly deplete the organization's economic resources or would be inappropriate	NONE	0	0	0
TOTALS		0	0	0

6. Most legal services organizations provide training, mentoring, malpractice insurance, eligibility screening of clients, and a litigation fund. If you did Pro Bono outside of an organized program, why? **Negative past experience**

7. If you did not engage in Pro Bono this past year, what prevented you? **Lack of time**

DONATIONS REPORTED FOR THE YEAR 2018
NONE

OTHER CONTRIBUTIONS:

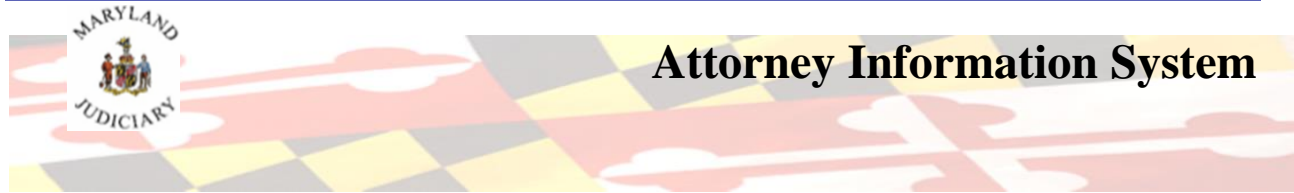
8. I devoted the hours indicated to participating in activities that improve the law, legal system, or legal profession. 0
Specify Activities: **NONE**

9. I made financial contributions to one or more agencies that provide legal services to people of limited means as indicated. **\$0.00**

Lawyer's signature _____ Date Submitted _____
(Please enter your full name. Note that, by entering your name here, you are certifying that this form is filed by you personally.)

Attorney#
Page 2 of 2

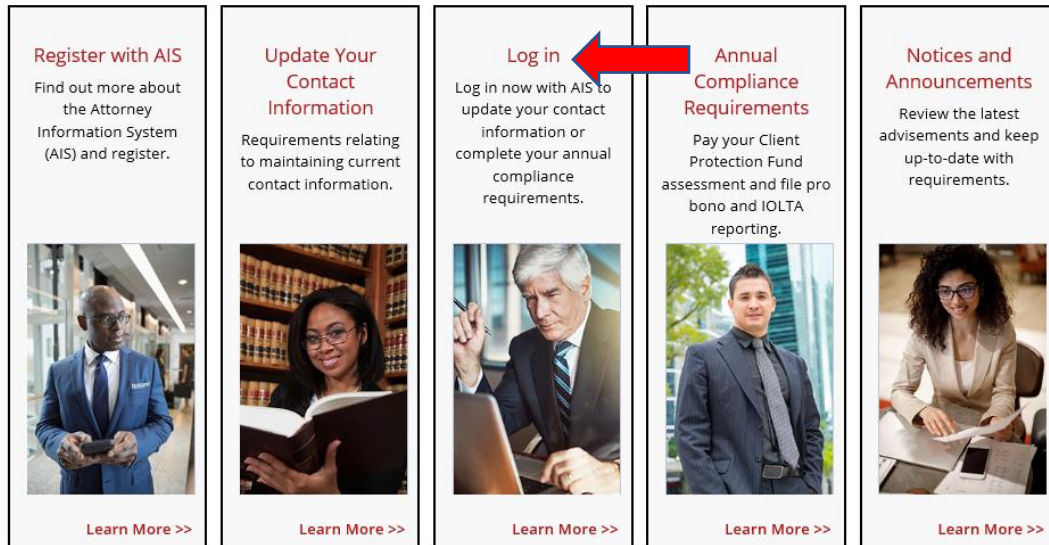
Appendix C. Attorney Information System Pro Bono Reporting Instructions



HOW TO: Complete Tax ID Number, Pro Bono and IOLTA Reporting in AIS

A. LOGIN

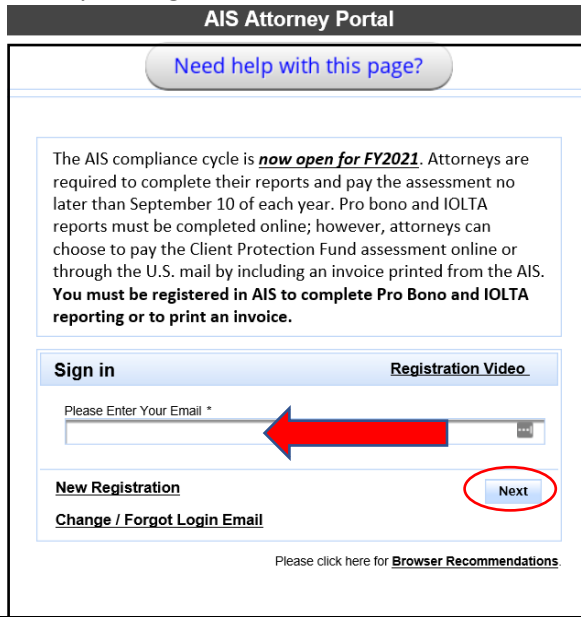
1. Visit the AIS Website at: <https://mdcourts.gov/lawyers/ais>
2. Select the **Log in** link from the center box to go to the AIS Login page of the Attorney Portal.



The screenshot shows five vertical navigation boxes on the AIS homepage:

- Register with AIS**: Find out more about the Attorney Information System (AIS) and register.
- Update Your Contact Information**: Requirements relating to maintaining current contact information.
- Log in**: Log in now with AIS to update your contact information or complete your annual compliance requirements. (A red arrow points to this box.)
- Annual Compliance Requirements**: Pay your Client Protection Fund assessment and file pro bono and IOLTA reporting.
- Notices and Announcements**: Review the latest advisements and keep up-to-date with requirements.

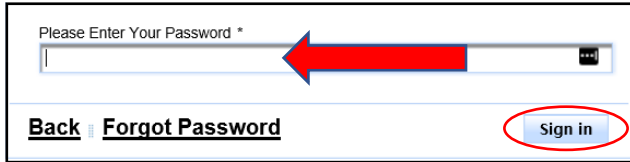
3. Enter your Login ID email address. Then select **Next**.



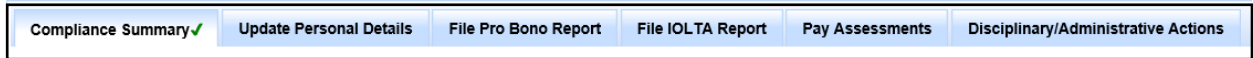
The screenshot shows the AIS Attorney Portal login page:

- Header: AIS Attorney Portal
- Link: [Need help with this page?](#)
- Text: The AIS compliance cycle is **now open for FY2021**. Attorneys are required to complete their reports and pay the assessment no later than September 10 of each year. Pro bono and IOLTA reports must be completed online; however, attorneys can choose to pay the Client Protection Fund assessment online or through the U.S. mail by including an invoice printed from the AIS. **You must be registered in AIS to complete Pro Bono and IOLTA reporting or to print an invoice.**
- Buttons: [Sign in](#) and [Registration Video](#)
- Input Field: Please Enter Your Email * (A red arrow points to this field.)
- Buttons: [New Registration](#) and [Change / Forgot Login Email](#)
- Next Button: **Next** (Circled in red)
- Footer: Please click here for [Browser Recommendations](#)

4. Enter your password. Then select **Sign in**.



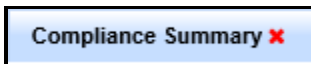
5. The following tabs are displayed **at the top** of your attorney profile page.




- a. Compliance Summary
- b. Update Personal Details
- c. File Pro Bono Report
- d. File IOLTA Report
- e. Pay Assessments
- f. Disciplinary/Administrative Actions

B. COMPLIANCE SUMMARY TAB – *(Provides a status of your Client Protection Fund (CPF) payment Tax Identification Number (TIN) reporting, Pro Bono reporting, and IOLTA reporting.)*

Select the **CLICK HERE** Button to refresh the view of your compliance table.




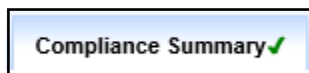
= **Compliance items to be addressed.**

1. A  indicates a **compliance item is due** or **overdue** and the Compliance Summary tab will show a red x-mark if there are items that have not been completed.

CLICK HERE to check your Compliance Summary for updates

Compliance Item	Status	Detail
CPF	X	Payment Due. Click 'Pay Assessments' tab to make payment or to download invoice.
Federal EIN (Tax ID)	X	Reporting Due. Click 'Update Personal Details' tab, then click 'Edit Personal Info' button to report.
Pro Bono	X	Reporting Due. Click 'File Pro Bono Report' tab to file your report.
IOLTA	X	Reporting Due. Click 'File IOLTA Report' tab to file your report.

2. A  indicates a **compliance item has been completed** and the Compliance Summary tab will show a green checkmark when all items are complete.



= **Compliance items 100% complete.**

Compliance Item	Status	Detail
CPF	✓	Payments Current.
Federal EIN (Tax ID)	✓	Reporting Current.
Pro Bono	✓	Reporting Current.
IOLTA	✓	Reporting Current.

3. Each compliance item will show its own Compliance Status and will display one of the following:
 - a. **Payment or Reporting Current.** = Compliance has been met for that item.
 - b. **Payment or Reporting Due.** = Compliance is incomplete for that item.
 - c. **Payment or Reporting Action Pending.** = An Administrative Action has been added for this item.
 - d. **Not Applicable** = Reporting for Pro Bono and IOLTA are not required this reporting cycle due to Admission date or Attorney Status.

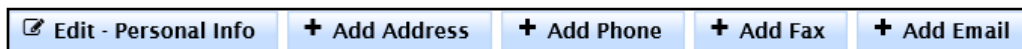
C. UPDATE PERSONAL DETAILS TAB – (*Location to update contact information and complete TIN reporting.*)

1. The following notices are displayed for reference.

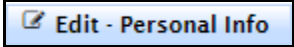
RULE 19-802(d): Obligation to Keep Information Current- Attorneys shall update their AIS account within 30 days after becoming aware of a change in the information. AIS and constituent agencies have the right to rely on the latest information in AIS for billing and disciplinary purposes and for other correspondence or communication.

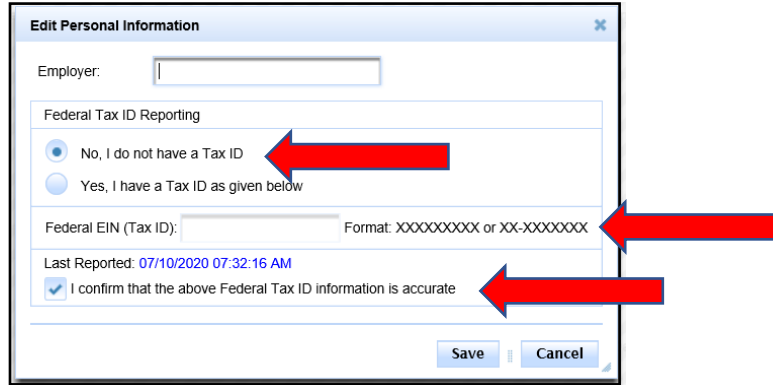
MDEC: Changing your address in AIS or through CPF does not update your information in MDEC. Currently AIS and MDEC are independent of one another. For more information regarding MDEC policies and procedures, and their change of address form, go to: <https://mdcourts.gov/mdec/efilingatty>.

2. The following options are available in the **middle of the page**:



3. To Complete TIN compliance:

- a. Select the  tab to open the **Edit Personal Information** window.



- i. Complete the Federal Tax ID Reporting.
- ii. **If applicable:** Enter a Tax ID number.
 - 1. This is a Federal Employee Identification number assigned by the IRS for employers. Do not enter an employers TAX ID number as this reporting is specific to the attorney if they are an employer of others and have a TAX ID number.
 - 2. Do not enter your SSN in this box.
- i. Be sure to click inside the checkbox to confirm the information reported is correct.





b. Click the  button.


c. The Compliance Summary item for TIN Reporting changes to a green checkmark.

Compliance Item	Status	Detail
CPF	✓	Payments Current.
TIN	✓	Reporting Current.
Pro Bono	✗	Reporting Due. Click 'File Pro Bono Report' tab to file your report.
IOLTA	✗	Reporting Due. Click 'File IOLTA Report' tab to file your report.

D. FILE PRO BONO REPORT TAB – *(Location to complete your Pro Bono Reporting.)*

To Complete Pro Bono Reporting compliance:

- 1. Click the  tab.
- 2. A Pro Bono Report for 2020 was added for you and should be listed on the page.
- 3. Select the button  for the 2020 report to highlight.

4. Select the **Edit Report**  tab to open and complete the report.

Pro Bono Reports			
Reporting Year	Reporting Period	Submitted	Date Submitted
2020	July 1, 2019 - June 30, 2020	No	
2019	January 1, 2018 - June 30, 2019	Yes	07/10/2019 02:49:02 PM

5. There are five steps to complete within Pro Bono Reporting:

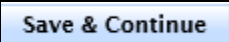
- a. Step – 1 Practice Status
- b. Step – 2 Practice Area
- c. Step – 3 Service and Support Reporting
- d. Step – 4 Other Contributions
- e. Step – 5 Signature and Submission

Step – 1 Practice Status (Lawyer’s status during all or part of the reporting period.)

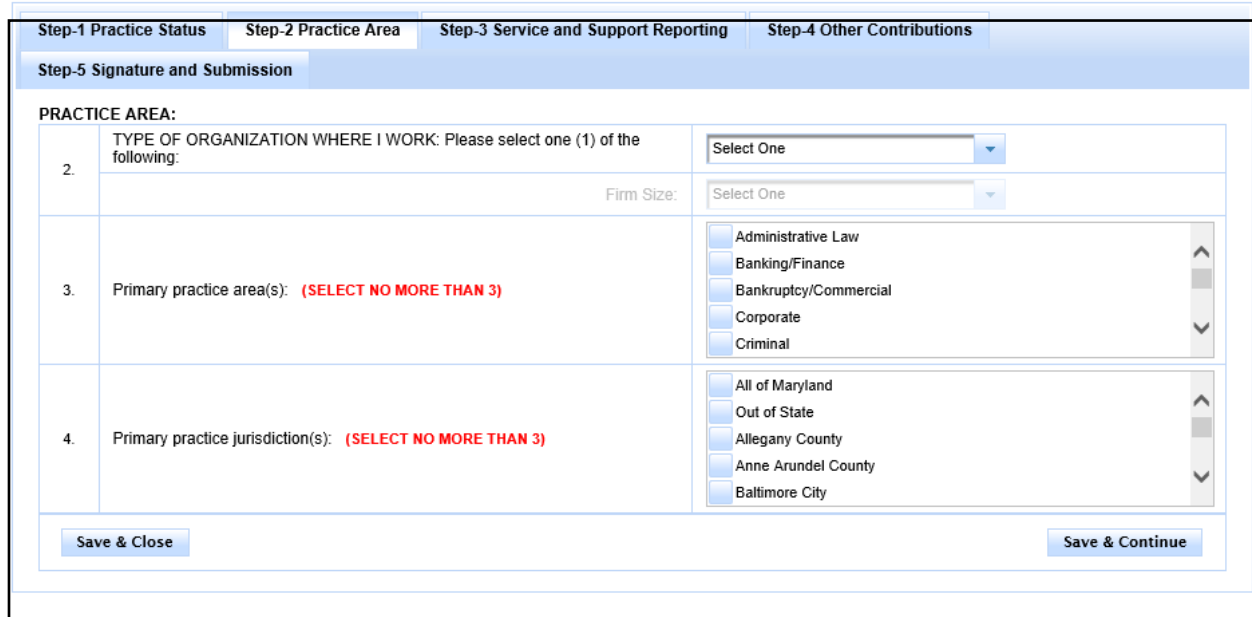
- a. Click within the checkbox to designate the applicable practice status for the reporting period.
 - If (a) is selected for practice status, Steps 1 through 5 are required for entry.
 - If (b) is selected for practice status, Steps 1 through 5 are required for entry.
 - If (c) is selected for practice status, Steps 1 through 5 are required for entry.
 - If (d) is selected for practice status, Steps 1, 4 and 5 are required for entry.
 - If (e) is selected for practice status, Steps 1 through 5 are required for entry.

Step-1 Practice Status	Step-2 Practice Area	Step-3 Service and Support Reporting	Step-4 Other Contributions
Step-5 Signature and Submission			
PRACTICE STATUS: Lawyer’s status during all or part of the reporting period.			
1. Check all that apply:			
a.	I was prohibited by statute, ordinance, rule, or regulation from providing Pro Bono legal service as described in Rule 19-306.1 [formerly Rule 6.1(b) (1)] of the Maryland Lawyer’s Rules of Professional Conduct.		<input type="checkbox"/>
b.	I was retired or not actively engaged in the practice of law.		<input type="checkbox"/>
c.	I was practicing law part-time.		<input type="checkbox"/>
d.	I was a Judicial Law Clerk or a Sitting or Senior Judge from July 1, 2019 through June 30, 2020. <i>NOTE: If at any time in the 2019-2020 Reporting Period you were not a Judge or Clerk, then you are required to file Pro Bono and IOLTA reports.</i>		<input type="checkbox"/>
e.	None of the Above.		<input checked="" type="checkbox"/>
<input type="button" value="Save & Close"/>		<input type="button" value="Save & Continue"/>	

NOTE: Within each Step an option to ‘Save & Close’ to return later or ‘Save & Continue’ are available.

- a. Click **Save & Continue**  to proceed to Step-2 Practice Area.


Step – 2 Practice Area (Lawyer’s type of practice, area(s) of practice and jurisdiction.)



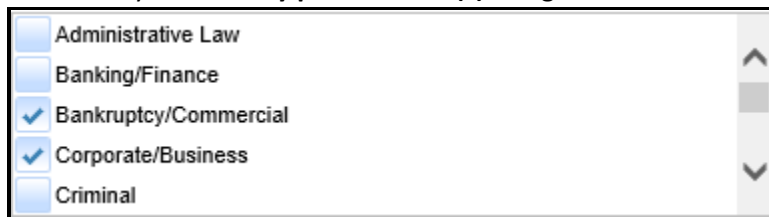
b. Select where you **Practice** from the dropdown picklist .



NOTE: When *Private Firm* is selected the *Firm Size* is also required for selection.

i. Select **Firm Size** from the drop down  if applicable.

c. Select your **Primary practice area(s)** using the scroll bar.



NOTE: *Select NO MORE THAN (3) three or an error will occur.*

d. Select **Primary practice jurisdiction(s)** using the scroll bar.

<input checked="" type="checkbox"/>	Anne Arundel County
<input type="checkbox"/>	Allegany County
<input type="checkbox"/>	Baltimore City
<input checked="" type="checkbox"/>	Baltimore County
<input checked="" type="checkbox"/>	Cecil County

e. Click **Save & Continue** to proceed to Step-3 Service and Support Reporting.

NOTE: *Select NO MORE THAN (3) three or an error will occur.*

Step-3 Service and Support Reporting (Lawyer's Pro Bono Reporting for compliance.)

NOTE: Step-3 may be grayed out based on your selection on Step-1. If not, continue.

- f. Question 5: If Pro Bono hours are **NOT being reported** skip question 5, 6a and 6b and move on to question 7.
- g. Question 5: If Pro Bono hours are **being reported** then complete all areas of the table and skip question 7.

Step-1 Practice Status	Step-2 Practice Area	Step-3 Service and Support Reporting	Step-4 Other Contributions	Step-5 Signature and Submission
PRO BONO SERVICE AND SUPPORT REPORTING:				
5. I provided Pro Bono legal services without fee or expectation of fee, or at a substantially reduced fee, as follows: (Note: This does not include service to clients who fail to pay.)				
Services Provided to:	Area(s) of Law: (SELECT NO MORE THAN 3)	Hours Provided Which Were Referred by a Pro Bono or Legal Services Organization	Additional Pro Bono Hours Provided (Not Through an Organization)	TOTAL Pro Bono Hours
A. People of limited means	<input type="checkbox"/> Administrative Law <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate	<input type="text"/>	<input type="text"/>	0
B. Charitable, religious, civic, community, governmental, or educational organizations in matters addressing the needs of people of limited means	<input type="checkbox"/> Administrative Law <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate	<input type="text"/>	<input type="text"/>	0
Select no more than 3 areas of law for A, B, C or D.				
C. Individuals, groups, or organizations seeking to secure or protect civil rights, civil liberties, or public rights	<input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate	<input type="text"/>	<input type="text"/>	0
D. Charitable, religious, civic, community, governmental, or educational organizations in matters furthering its organizational purposes, when payment of standard legal fees would significantly deplete the organization's economic resources or would be inappropriate	<input type="checkbox"/> Administrative Law <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate	<input type="text"/>	<input type="text"/>	0
TOTALS		0	0	0
6a.	What is your primary motivation for doing pro bono legal work?	Select One		
6b.	Most legal services organizations provide training, mentoring, malpractice insurance, eligibility screening of clients, and a litigation fund. If you did Pro Bono outside of an organized program, why?	Select One		
7.	If you did not engage in Pro Bono this past year, what prevented you?	Select One		
Save & Close		Save & Continue		

i. Select your **Area(s) of Law** using the up/down arrows for the service(s) provided.

ii. Enter the **hours of service** provided for each service area A through D:

1. Enter an amount for those hours **Referred by a Pro Bono or Legal Services Organization** in the cell in the first column.
2. Enter an amount of any **Additional Pro Bono Hours Provided (Not Through an Organization)** in the cell in the second column.

Step-1 Practice Status		Step-2 Practice Area		Step-3 Service and Support Reporting		Step-4 Other Contributions		Step-5 Signature and Submission	
PRO BONO SERVICE AND SUPPORT REPORTING:									
5. I provided Pro Bono legal services without fee or expectation of fee, or at a substantially reduced fee, as follows:									
Services Provided to:	Area(s) of Law:	Hours Provided Which Were Referred by a Pro Bono or Legal Services Organization	Additional Pro Bono Hours Provided (Not Through an Organization)	TOTAL Pro Bono Hours					
A. People of limited means	<input checked="" type="checkbox"/> Real Estate <input checked="" type="checkbox"/> Taxation <input checked="" type="checkbox"/> Trusts/Estates/Wills	47	13	60					
B. Charitable, religious, civic, community, governmental, or educational organizations in matters addressing the needs of people of limited means	<input checked="" type="checkbox"/> Administrative Law <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate/Business	11	12	23					
C. Individuals, groups, or organizations seeking to secure or protect civil rights, civil liberties, or public rights	<input type="checkbox"/> Administrative Law <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate/Business			0					
D. Charitable, religious, civic, community, governmental, or educational organizations in matters furthering its organizational purposes, when payment of standard legal fees would significantly deplete the organization's economic resources or would be inappropriate	<input type="checkbox"/> Administrative Law <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate/Business			0					
		TOTALS		58	25	83			

NOTE: Pro Bono hours reported will be summed and displayed to the right of each row A through D and at the bottom of each column for Question 5. **If (0) zero Pro Bono hours were reported then skip questions 6a and 6b. If Pro Bono hours were reported skip question 7.**

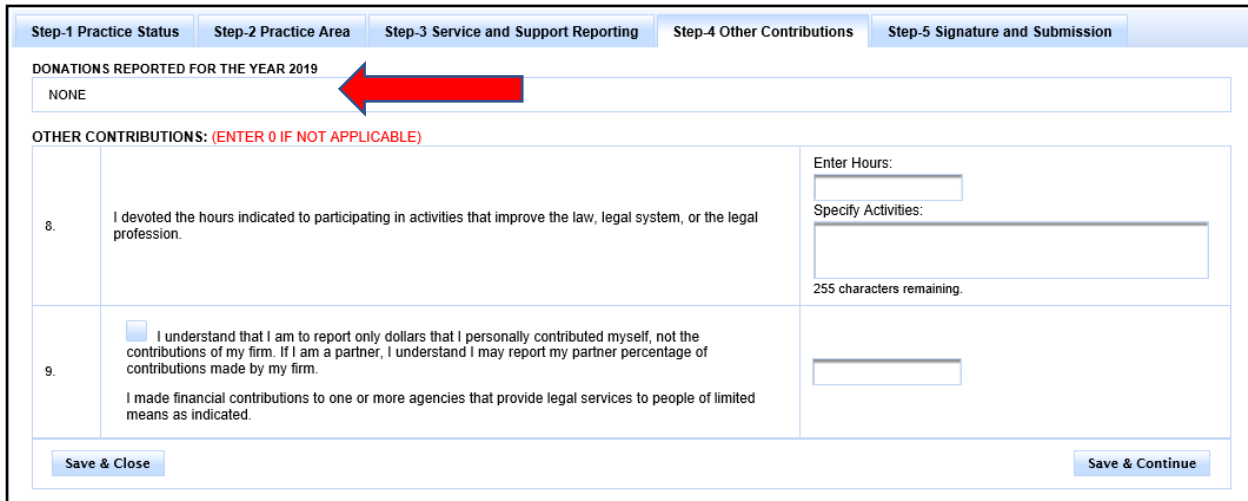
seeking to secure or protect civil rights, civil liberties, or public rights	<input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate			0					
D. Charitable, religious, civic, community, governmental, or educational organizations in matters furthering its organizational purposes, when payment of standard legal fees would significantly deplete the organization's economic resources or would be inappropriate	<input type="checkbox"/> Administrative Law <input type="checkbox"/> Banking/Finance <input type="checkbox"/> Bankruptcy/Commercial <input type="checkbox"/> Corporate			0					
		TOTALS		58	25	83			

iii. Scroll down to complete any remaining questions on the page:

6a.	What is your primary motivation for doing pro bono legal work?	Select One
6b.	Most legal services organizations provide training, mentoring, malpractice insurance, eligibility screening of clients, and a litigation fund. If you did Pro Bono outside of an organized program, why?	Select One
7.	If you did not engage in Pro Bono this past year, what prevented you?	Select One

h. Click **Save & Continue** to move forward to Step-4 Other Contributions.

Step-4 Other Contributions (Shows prior year pledges initiated using AIS only.)



Step-1 Practice Status | Step-2 Practice Area | **Step-3 Service and Support Reporting** | Step-4 Other Contributions | Step-5 Signature and Submission

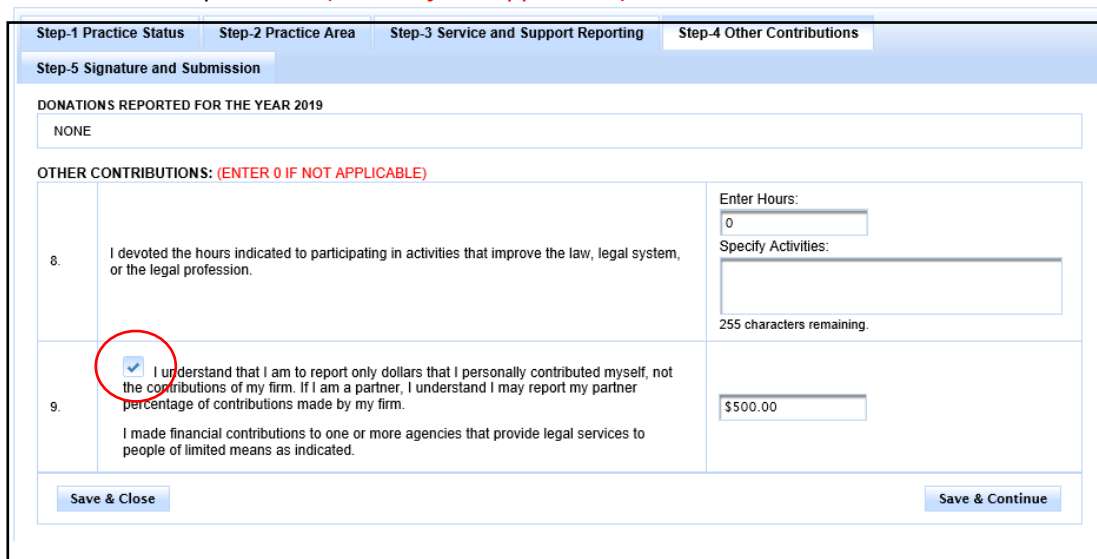
DONATIONS REPORTED FOR THE YEAR 2019
NONE

OTHER CONTRIBUTIONS: (ENTER 0 IF NOT APPLICABLE)

8.	I devoted the hours indicated to participating in activities that improve the law, legal system, or the legal profession.	Enter Hours: <input type="text"/> Specify Activities: <input type="text"/> 255 characters remaining.
9.	<input type="checkbox"/> I understand that I am to report only dollars that I personally contributed myself, not the contributions of my firm. If I am a partner, I understand I may report my partner percentage of contributions made by my firm. I made financial contributions to one or more agencies that provide legal services to people of limited means as indicated.	<input type="text"/>

Save & Close | Save & Continue

- i. **Question 8:** Enter the number of hours devoted to activities as **Other Contributions and specify the activities.** *(Enter 0 if not applicable.)*
 - i. Add an amount in the **Enter Hours:** box. if not applicable.
 - ii. Add a description of the activities for the hours reported.
- j. **Question 9:**
 - i. Select in the checkbox to verify your understanding of what is being reported.
 - ii. Enter the amount of any **Financial Contributions** to be reported in the field provided. *(Enter 0 if not applicable.)*



Step-1 Practice Status | Step-2 Practice Area | Step-3 Service and Support Reporting | **Step-4 Other Contributions**

Step-5 Signature and Submission

DONATIONS REPORTED FOR THE YEAR 2019
NONE

OTHER CONTRIBUTIONS: (ENTER 0 IF NOT APPLICABLE)

8.	I devoted the hours indicated to participating in activities that improve the law, legal system, or the legal profession.	Enter Hours: 0 Specify Activities: <input type="text"/> 255 characters remaining.
9.	<input checked="" type="checkbox"/> I understand that I am to report only dollars that I personally contributed myself, not the contributions of my firm. If I am a partner, I understand I may report my partner percentage of contributions made by my firm. I made financial contributions to one or more agencies that provide legal services to people of limited means as indicated.	\$500.00

Save & Close | Save & Continue

- k. Click **Save & Continue** to move on to Step-5 Signature and Submission.

Step-5 Signature and Submission (Final Signature for Pro Bono Reporting.)

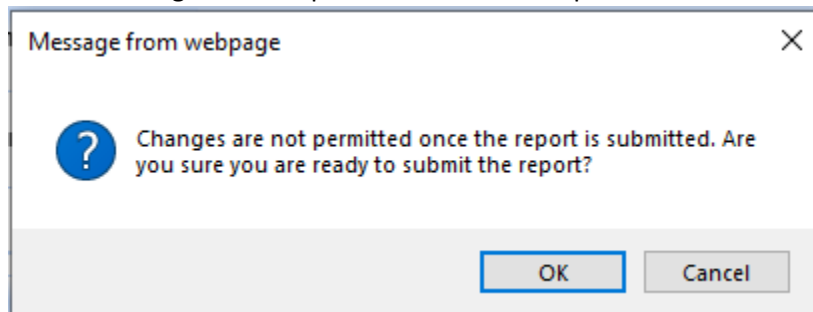
- a. Enter the name of the attorney as the **Lawyer's Signature.**

- b. The **Date Submitted** field will automatically be filled with the current date and cannot be changed.
- c. At this point you can:
 1. Return to the other tabs to review for accuracy. OR
 2. Select the Save & Close button to return later and complete or edit. OR
 3. Select the Submit button to complete the Pro Bono report.



NOTE: *Unsubmitted reports can be edited or deleted. Once a report is submitted, edit and delete options are no longer available.*

- d. Once the Submit button is selected a message is displayed to confirm you want to submit. Changes are not permitted once the report is submitted.



- e. Click the OK button to submit the report.
- f. A Pro Bono Donation screen is displayed to offer you the ability to make a VOLUNTARY contribution to a Maryland legal services provider.

WANT AN EASY WAY TO MAKE A DIFFERENCE?

Consider making a VOLUNTARY contribution to a Maryland legal services provider. If you would like to make a donation, indicate the amount in the box provided, and select the DONATE button for the program to whom you would like to contribute. Proceed to provide additional information to complete the transaction. YOUR DONATION WILL GO DIRECTLY TO THE SELECTED ORGANIZATION'S ONLINE ACCOUNT. We will remind you next year about this contribution when you complete your Pro Bono Legal Services Report online.

If you prefer not to make a donation at this time, simply click the button Continue at the bottom of this page.

Catholic Charities DC Immigration Legal Services	<input type="text"/>	Donate	Mid-Shore Pro Bono	<input type="text"/>	Donate
Citizens Assisting and Sheltering the Abused (CASA Inc.)	<input type="text"/>	Donate	Montgomery County Bar Foundation	<input type="text"/>	Donate
Community Law Center	<input type="text"/>	Donate	Pro Bono Resource Center of Maryland	<input type="text" value="\$100.00"/>	Donate
Community Legal Services of Prince George's County	<input type="text"/>	Donate	Public Justice Center	<input type="text"/>	Donate
Disability Rights Maryland	<input type="text"/>	Donate	SARC (Sexual Assault/Spouse Abuse Resource Center)	<input type="text"/>	Donate
Harford County Bar Foundation	<input type="text"/>	Donate	Sexual Assault Legal Institute	<input type="text"/>	Donate

- g. If you would like to make a donation, indicate the amount in the box provided next to that organization then select the **Donate** button for the program for whom you would like to contribute. AIS will direct you to that organization's donation page outside of AIS.
- h. The donation payment page for that organization will display.

Donate to
Pro Bono Resource Center of Maryland ✓
 Purpose: DonateWeb

\$0.00

USD

Make this a monthly donation ?

[Donate with PayPal](#)

or

[Donate with a Debit or Credit Card](#)

- i. Provide the additional information requested to complete the transaction.
NOTE: YOUR DONATION WILL GO DIRECTLY TO THE SELECTED ORGANIZATION'S ONLINE ACCOUNT and AIS will make a note of it in your profile.

- j. Attorneys can make a donation using AIS at any time and it will be recorded to remind you next year about your previous contributions when you complete your Pro Bono Legal Services Report online.

You can make donations at any time from the main report screen.

[View Current Donations](#)
[View Prior Donations](#)
[Continue](#)

- k. If you prefer not to make a donation at this time, simply click the Continue button at the bottom of the Pro Bono Donation page.
1. Click **Continue** to move forward out of the donation screen.

I. The Pro Bono Report filing Confirmation Receipt is displayed

Your report has been filed successfully

Filing Confirmation Receipt	
Attorney Name	Michelle L. Smith
Attorney Number	
Filing Type	PROBONO
Reporting Period	July 1, 2019 - June 30, 2020
Filing Date	08/10/2020
Confirmation Number	PROBONO-0412150305-2020

Pro Bono opportunities

For training, mentorship, and volunteer opportunities, call the Pro Bono Resource Center of Maryland at 410-837-9379 or 800-396-1274, or visit www.probonomd.org or www.mdcourts.gov/probono/opportunities.html.

You can print a copy of your Confirmation Receipt at any time from the main report screen. Close

m. A copy of the Confirmation Receipt and the Pro Bono Report can be printed from the main report screen.



- n. The Edit Report and Delete Report options are no longer available.
- o. The Report Shows as Submitted = **Yes** and the date and time when it was submitted.



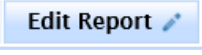
Submitted	Date Submitted
Yes	08/10/2020 04:10:24 PM
Yes	06/20/2019 02:23:02 PM

p. Pro Bono Reporting is now complete and the Compliance Summary screen is set to Reporting Current.

Compliance Item	Status	Detail
CPF	✓	Payments Current.
TIN	✓	Reporting Current.
Pro Bono	✓	Reporting Current.
IOLTA	✗	Reporting Due. Click 'File IOLTA Report' tab to file your report.

E. **FILE IOLTA REPORT TAB** – *(Location to complete your IOLTA Reporting.)*


Compliance Item	Status	Detail
CPF	✓	Payments Current.
TIN	✓	Reporting Current.
Pro Bono	✓	Reporting Current.
IOLTA	✗	Reporting Due. Click 'File IOLTA Report' tab to file your report.

1. Click  tab.
2. An IOLTA Report for 2020 was added for you and should be listed on the page.
3. Select the button  for the 2020 report to highlight.
4. Select the  tab to open and complete the report.

IOLTA Attorney Reports			
Reporting Year	Reporting Period	Submitted	Date Submitted
2020	July 1, 2019 - June 30, 2020	No	
2019	January 1, 2018 - June 30, 2019	Yes	07/10/2019 02:54:16 PM

- a. There are four steps to be completed within the IOLTA Report.
 - i. Step-1 Certification
 - ii. Step-2 Firm Information
 - iii. Step-3 Account Information
 - iv. Step-4 Signature and Submission

Step-1 Certification (Lawyer's declaration for IOLTA reporting.)



ANNUAL IOLTA COMPLIANCE REPORT
 (Maryland Code, Business Occupations and Professions, Section 10-303)

TO BE IN COMPLIANCE EVERY MARYLAND ATTORNEY MUST SUBMIT AN ANNUAL IOLTA REPORT. FAILURE TO DO SO MAY RESULT IN THE DECERTIFICATION TO PRACTICE LAW IN MARYLAND.

Annual reporting for IOLTA compliance is required pursuant to MD Rule 19-409. You are required to file this IOLTA Compliance Report annually with the Maryland Court of Appeals on or before **SEPTEMBER 10th** of each year. You are required to report all IOLTA account(s) in existence as of the date of your completing this report. Even if you do not have an IOLTA account you must report to comply.

In instances where all IOLTA eligible trust funds of all attorneys in a law firm are deposited in shared law firm IOLTA accounts, the firm shall designate an attorney to be its IOLTA Reporting Attorney. The IOLTA Reporting Attorney shall be authorized to report on all law firm IOLTA account information for the firm with that reporting attorney's signature. Every individual attorney at the law firm must also report on IOLTA to comply but WILL NOT include account information in their reporting; the individual attorney will only provide the compliance determination information and reference the name of the IOLTA Reporting Attorney.

Even if you do not have an IOLTA account you must report to comply.

- b. Click a box on the right to select the correct certification for the reporting year.

Step-1 Certification	Step-2 Firm Information	Step-3 Account Information	Step-4 Signature and Submission
CERTIFICATION:			
The undersigned attorney hereby declares compliance with the IOLTA Act by checking ONE or MORE of the boxes below as appropriate.			
1.	I certify that I maintain a Maryland IOLTA account and I have DEPOSITED MY IOLTA ELIGIBLE TRUST FUNDS IN ACCOUNTS PAYING INTEREST to the Maryland Legal Services Corporation (MLSC) Fund as identified below.	<input type="checkbox"/>	
FOR LAW FIRMS WITH REPORTING ATTORNEYS:			
2a.	I certify that I maintain and deposit all my IOLTA eligible funds in my Law Firm's IOLTA Account(s), which will be submitted under separate cover by the IOLTA Reporting Attorney identified below.	<input type="checkbox"/>	Firm Reporting Attorney: <input type="button" value="MD Bar Attorney Search"/>
2b.	AND, I certify that I am the IOLTA REPORTING ATTORNEY chosen, am a Maryland barred attorney and authorized by my Firm to file the annual law firm IOLTA Compliance Report by providing my Firm's account information.	<input type="checkbox"/>	
3.	I hereby ELECT A WAIVER OF PARTICIPATION IN THE IOLTA PROGRAM and certify that the average monthly balance(s) of my non-IOLTA trust account(s) is/are \$3,500 or less. I further attest that I will notify MLSC when the average monthly balance(s) of said account(s) exceeds \$3,500 and at such time convert to an IOLTA account.	<input type="checkbox"/>	
4.	I certify that I MAINTAIN MY IOLTA ACCOUNT(S) IN A STATE OTHER THAN MARYLAND in which I and/or my law firm practice law, and that I am fully participating in that state's IOLTA program. I further attest that I will notify MLSC at such time as I establish a trust account containing nominal or short-term client funds that is properly subject to Maryland's IOLTA law.	<input type="checkbox"/>	Name of State(s): <input type="list" value="Alabama, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Massachusetts, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming"/>
5.	I certify that I DO NOT HAVE A CLIENT TRUST ACCOUNT containing nominal or short-term funds that is subject to the IOLTA requirement because of my professional activities (new admittee, retired, government service, not in private practice of law, in-house corporate counsel, no legal activities in Maryland, other). I further attest that I will notify the Maryland Legal Services Corporation at such time as I establish a trust account containing nominal or short-term client funds that is properly subject to Maryland's IOLTA statute.	<input type="checkbox"/>	
<input type="button" value="Save & Close"/>		<input type="button" value="Save & Continue"/>	

- c. If (1) is selected for certification, steps 1 through 4 are required for entry.
- d. If (2a) is selected for certification, steps 1, 2, and 4 are required for entry and the Firm's reporting attorney must also be selected.
 - i. Search for and Select the Firm's Reporting Attorney.

2a.	I certify that I maintain and deposit all my IOLTA eligible funds in my Law Firm's IOLTA Account(s), which will be submitted under separate cover by the IOLTA Reporting Attorney identified below.	<input checked="" type="checkbox"/>	Firm Reporting Attorney: <input type="button" value="MD Bar Attorney Search"/>
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- ii. Select the MD Bar Attorney Search button.
- iii. Search for the Firm's Reporting Attorney by Name or Atty ID#.

Attorney Search

▼ **Search Criteria**

Advanced Search Attorney Number Search

Last Name

First Name

Clear Search

iv. Select the Search button to return a list of attorneys.

▼ **Search Results**

Select	Attorney Number	Name
<input checked="" type="button" value="Select"/>	0701040021	Smith, A
<input checked="" type="button" value="Select"/>	0702230001	Smith, D
<input checked="" type="button" value="Select"/>	0606130286	Smith, Ai
<input checked="" type="button" value="Select"/>	0606130287	Smith, Ei
<input checked="" type="button" value="Select"/>	0606130288	Smith, M

v. Select the button to add the Firm's Reporting Attorney to the form.

I certify that I maintain and deposit all my IOLTA eligible funds in my Law Firm's IOLTA Account(s), which will be submitted under separate cover by the IOLTA Reporting Attorney identified below.

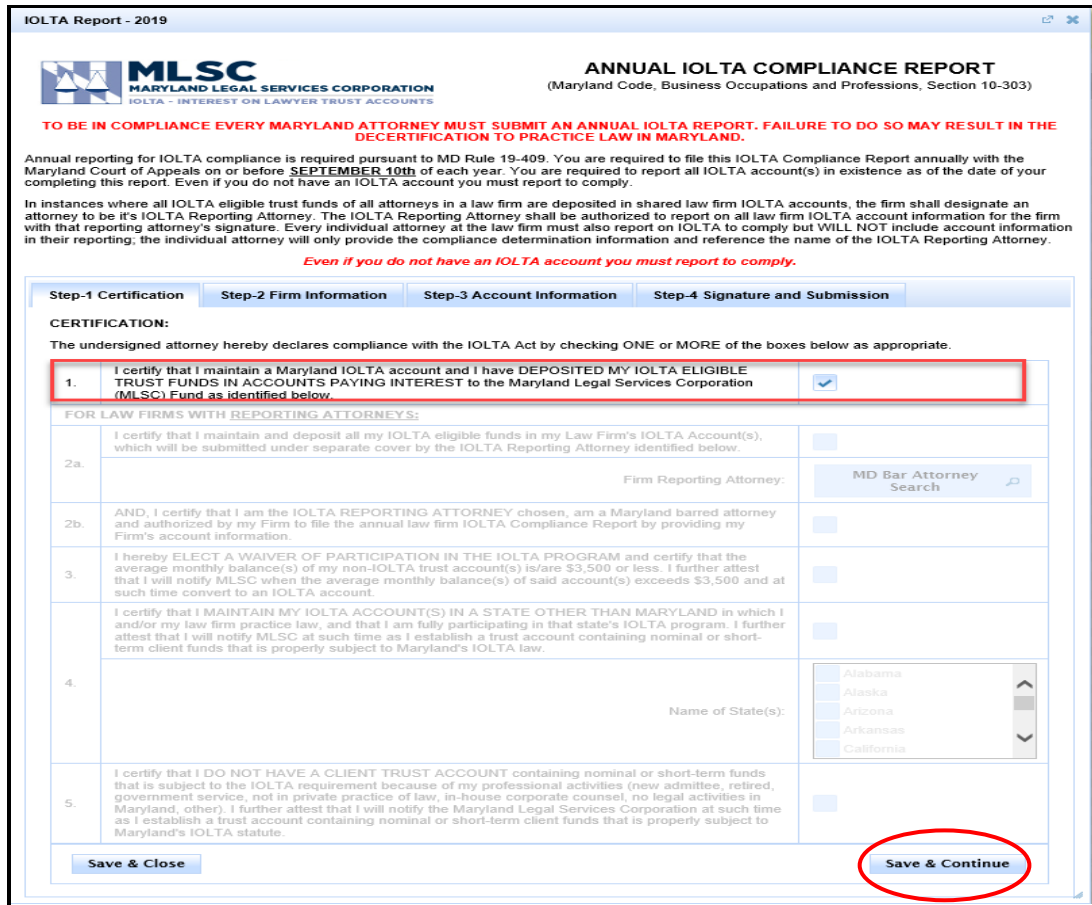
2a.

Firm Reporting Attorney:

e. If (2a) & (2b) are selected, steps 1 through 4 are required for entry.

f. If (3) is selected, steps 1, 2 and 4 are required for entry.

- g. If (4) is selected, steps 1, 2, and 4 are required for entry.
 - i. State name selection is required.
- h. If (5) is selected, steps 1 and 4 are required for entry.



IOLTA Report - 2019

MLSC
MARYLAND LEGAL SERVICES CORPORATION
IOLTA - INTEREST ON LAWYER TRUST ACCOUNTS

ANNUAL IOLTA COMPLIANCE REPORT
(Maryland Code, Business Occupations and Professions, Section 10-303)

TO BE IN COMPLIANCE EVERY MARYLAND ATTORNEY MUST SUBMIT AN ANNUAL IOLTA REPORT. FAILURE TO DO SO MAY RESULT IN THE DECERTIFICATION TO PRACTICE LAW IN MARYLAND.

Annual reporting for IOLTA compliance is required pursuant to MD Rule 19-409. You are required to file this IOLTA Compliance Report annually with the Maryland Court of Appeals on or before **SEPTEMBER 10th** of each year. You are required to report all IOLTA account(s) in existence as of the date of your completing this report. Even if you do not have an IOLTA account you must report to comply.

In instances where all IOLTA eligible trust funds of all attorneys in a law firm are deposited in shared law firm IOLTA accounts, the firm shall designate an attorney to be its IOLTA Reporting Attorney. The IOLTA Reporting Attorney shall be authorized to report on all law firm IOLTA account information for the firm with that reporting attorney's signature. Every individual attorney at the law firm must also report on IOLTA to comply but **WILL NOT** include account information in their reporting; the individual attorney will only provide the compliance determination information and reference the name of the IOLTA Reporting Attorney.

Even if you do not have an IOLTA account you must report to comply.

Step-1 Certification Step-2 Firm Information Step-3 Account Information Step-4 Signature and Submission

CERTIFICATION:
The undersigned attorney hereby declares compliance with the IOLTA Act by checking ONE or MORE of the boxes below as appropriate.

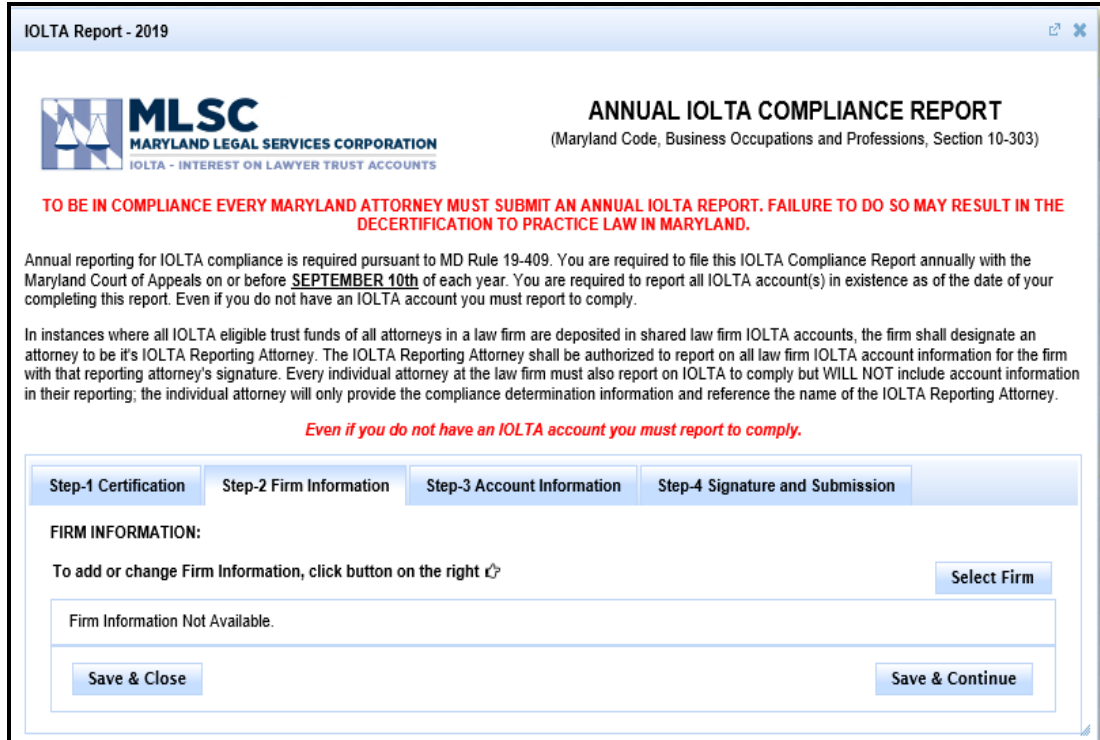
1.	I certify that I maintain a Maryland IOLTA account and I have DEPOSITED MY IOLTA ELIGIBLE TRUST FUNDS IN ACCOUNTS PAYING INTEREST to the Maryland Legal Services Corporation (MLSC) Fund as identified below.	<input checked="" type="checkbox"/>
FOR LAW FIRMS WITH REPORTING ATTORNEYS:		
2a.	I certify that I maintain and deposit all my IOLTA eligible funds in my Law Firm's IOLTA Account(s), which will be submitted under separate cover by the IOLTA Reporting Attorney identified below.	<input type="checkbox"/>
	Firm Reporting Attorney:	MD Bar Attorney Search
2b.	AND, I certify that I am the IOLTA REPORTING ATTORNEY chosen, am a Maryland barred attorney and authorized by my Firm to file the annual law firm IOLTA Compliance Report by providing my Firm's account information.	<input type="checkbox"/>
3.	I hereby ELECT A WAIVER OF PARTICIPATION IN THE IOLTA PROGRAM and certify that the average monthly balance(s) of my non-IOLTA trust account(s) is/are \$3,500 or less. I further attest that I will notify MLSC when the average monthly balance(s) of said account(s) exceeds \$3,500 and at such time convert to an IOLTA account.	<input type="checkbox"/>
4.	I certify that I MAINTAIN MY IOLTA ACCOUNT(S) IN A STATE OTHER THAN MARYLAND in which I and/or my law firm practice law, and that I am fully participating in that state's IOLTA program. I further attest that I will notify MLSC at such time as I establish a trust account containing nominal or short-term client funds that is properly subject to Maryland's IOLTA law.	<input type="checkbox"/>
	Name of State(s):	Alabama Alaska Arizona Arkansas California
5.	I certify that I DO NOT HAVE A CLIENT TRUST ACCOUNT containing nominal or short-term funds that is subject to the IOLTA requirement because of my professional activities (new admittee, retired, government service, not in private practice of law, in-house corporate counsel, no legal activities in Maryland, other). I further attest that I will notify the Maryland Legal Services Corporation at such time as I establish a trust account containing nominal or short-term client funds that is properly subject to Maryland's IOLTA statute.	<input type="checkbox"/>

Save & Close Save & Continue

NOTE: The option to Save & Close to complete the report for a later time is available.

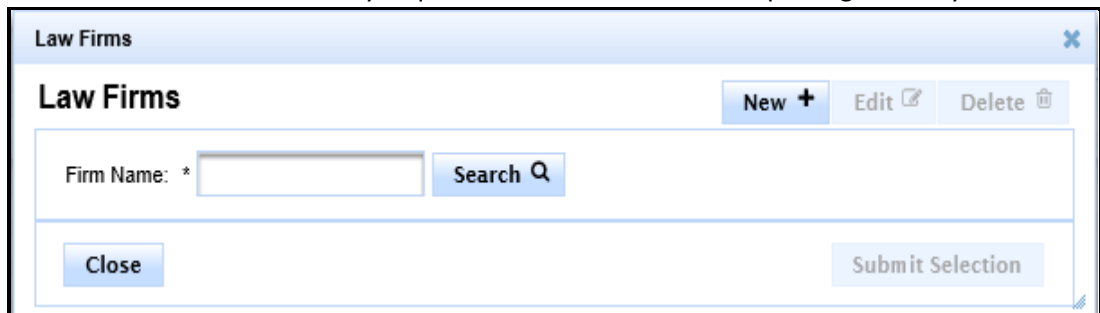
- 5. Click **Save & Continue** to move on to Step-2 Firm Information.

Step-2 Firm Information (Firm Information for Reporting Attorneys - Select or Add.)



NOTE: *If attorney has no firm, click Save & Continue to move on to **Step-3 Account Information**.*

6. Click **Select Firm**.
 - a. Law Firms screen is displayed.
 - b. FIRM NAME is only required for firms that have a reporting attorney.

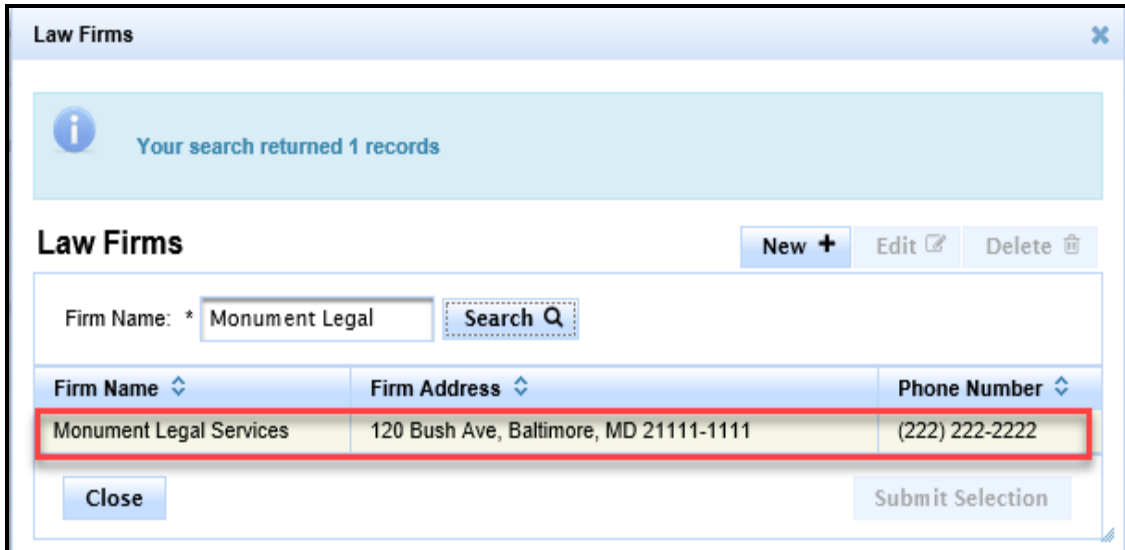


7. Enter **Firm Name**.

NOTE: *Enter any part of Law Firm name to search.*

8. Click **Search Q**.

c. Firm Name is located.



Law Firms

Your search returned 1 records

Law Firms New + Edit Delete

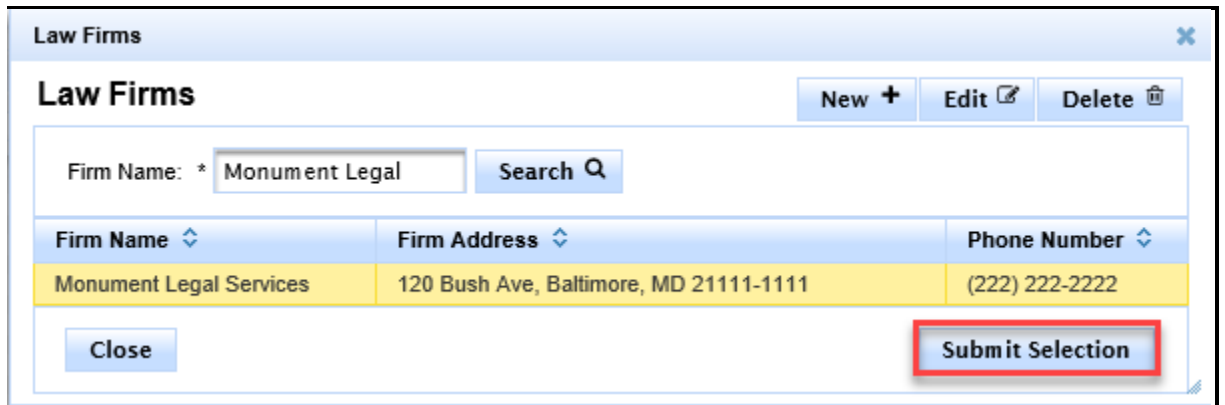
Firm Name: * Monument Legal Search Q

Firm Name	Firm Address	Phone Number
Monument Legal Services	120 Bush Ave, Baltimore, MD 21111-1111	(222) 222-2222

Close Submit Selection

NOTE: If Firm Name is not located, Firm Name can be added by clicking **New +**.

9. Click on the Firm Name to **Submit Selection**.



Law Firms

Law Firms New + Edit Delete

Firm Name: * Monument Legal Search Q

Firm Name	Firm Address	Phone Number
Monument Legal Services	120 Bush Ave, Baltimore, MD 21111-1111	(222) 222-2222

Close Submit Selection

d. The Firm Name was submitted.

FIRM INFORMATION:

To add or change Firm Information, click button on the right 

[Select Firm](#)

Firm Name	Monument Legal Services
Firm Address	120 Bush Ave, Baltimore, MD 21111-1111
Phone Number	(222) 222-2222

[Save & Close](#) [Save & Continue](#)

NOTE: The Firm Name can be Edited or Deleted when selected.

10. Click [Save & Continue](#) to Step-3 Account Information.

Step-3 Account Information (Lawyer's IOLTA Account Information - Edit or Add.)

NOTE: Account information can be edited or deleted if listed.


11. Click [New Account +](#). (There is no limit to the number of accounts that can be added but each must be added separately.)

12. Enter the last 3 digits of the **Account Number**.

13. Select Financial Institution from the drop down .

NOTE: If the Account is now closed unclick box to inactive the entry.

14. Click **Save** to record your entry.

Create Account 

Account Number (Last 3 digits) *

Financial Institution *

Open

[Cancel](#) [Save](#)

Item #	Account Number (Last 3 digits)	Financial Institution	Open
1	301	Bank of Hope	Yes

[Save & Close](#) [Save & Continue](#)

15. Add additional accounts by selecting **New Account +** and repeating the add process.

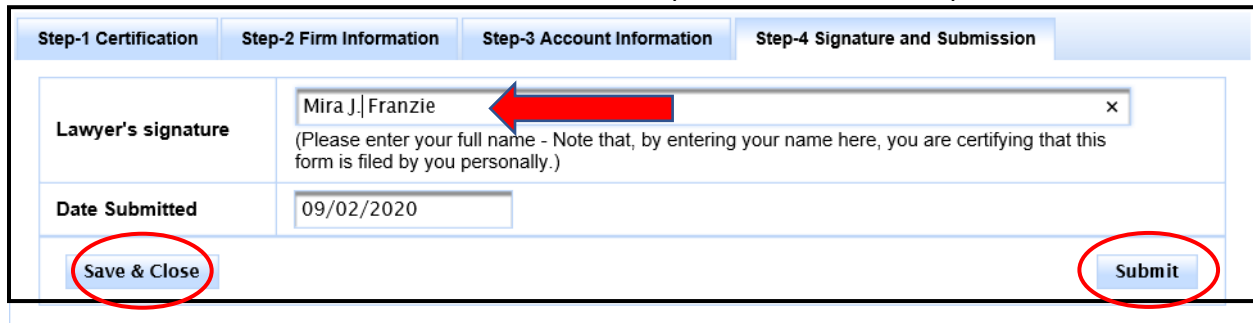
16. Click [Save & Continue](#) to continue to Step-4 Signature and Submission.

17. Enter the name of the attorney as the **Lawyer's Signature**.

18. The **Date Submitted** field will automatically be filled with the current date and cannot be changed.

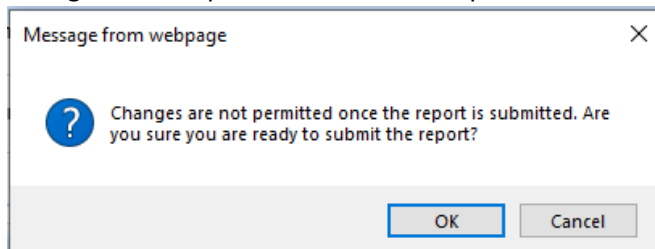
19. At this point you can:

- a. Return to the other tabs to review for accuracy. OR
- b. Select the Save & Close button to return later and complete or edit. OR
- c. Select the Submit button to complete the Pro Bono report.



NOTE: *Unsubmitted reports can be edited or deleted. Once a report is submitted, edit and delete options are no longer available.*

20. Once the Submit button is selected a message is displayed to confirm you want to submit. Changes are not permitted once the report is submitted. Select **OK**.



21. Click the **OK** button to submit the report.

- a. A completed copy can be printed after submitting the report.

22. A Confirmation Receipt will be displayed. It can be printed at any time from the main report screen.

23. Click **Close**.

24. IOLTA Reporting now shows as submitted.

IOLTA Attorney Reports		New Report +		Print Report	Print Receipt	Edit Report	Delete Report
Reporting Year	Reporting Period	Submitted	Date Submitted				
2019	January 1, 2018 - June 30, 2019	Yes	07/08/2019 11:49:57 AM				

25. IOLTA Reporting Status is showing a green check and Reporting Current.

Compliance Item	Status	Detail
CPF	✓	Payments Current.
TIN	✓	Reporting Current.
Pro Bono	✓	Reporting Current.
IOLTA	✓	Reporting Current.

For instructions on how to make a payment in AIS go to:

<https://mdcourts.gov/sites/default/files/import/lawyers/pdfs/howtomakecpfassessmentpayment.pdf>

END OF DOCUMENT

AIS Website: <https://mdcourts.gov/lawyers/ais>

For technical questions about **AIS** contact the:

Service Now Help Desk

410-260-1114 or email us at mdcourts@service-now.com

For substantive questions about **pro bono** contact the:

Pro Bono Resource Center of Maryland

410-837-9379 x3045

800-396-1274 x3045

For substantive questions about **IOLTA** contact the:

Maryland Legal Services Corporation

410-576-9494 x1006

IOLTA@mlsc.org