

## From Rule X, Section 5(H) of the Rules for the Government of the Bar of Ohio

“Section 5(H): *Pro bono credit*. The [CLE] Commission may allow one credit hour for every six hours of pro bono legal service performed, with a maximum of six credit hours of service performed during a biennial compliance period. As used in this rule, “pro bono” means legal service provided to either a person of limited means or a charitable organization in which the legal service is assigned, verified, and reported to the [CLE] Commission by any of the following:

1. An organization receiving funding for pro bono programs or services from the Legal Services Corporation or the Ohio Legal Assistance Foundation;
2. A metropolitan or county bar association;
3. The Ohio State Bar Association;
4. The Ohio Legal Assistance Foundation;
5. Any other organization recognized by the [CLE] Commission as providing pro bono programs or services in Ohio.”



THE SUPREME COURT *of* OHIO



### QUESTIONS? CONTACT:

THE SUPREME COURT *of* OHIO

Commission on Continuing Legal Education  
614.387.9320 ■ Monday - Friday, 8 AM to 5 PM  
[www.supremecourt.ohio.gov/attysvcs/CLE](http://www.supremecourt.ohio.gov/attysvcs/CLE)



[www.olaf.org/pro-bono/cle-credit-for-pro-bono](http://www.olaf.org/pro-bono/cle-credit-for-pro-bono)  
614.715.8560 ■ Toll-Free 800.877.9772

How to Earn **CLE Credit**  
for **Pro Bono Service**

# Frequently Asked QUESTIONS

## What is CLE credit for pro bono?

Beginning January 1, 2014, attorneys may earn up to six hours of CLE credit during their two-year CLE biennium by performing certain types of pro bono legal services.

To qualify for CLE credit, the pro bono legal services must be performed for a person of limited means, or a charitable organization, AND the services must be assigned, verified, and reported to the Commission on Continuing Legal Education on the attorney's behalf by an organization recognized by the CLE Commission as providing pro bono programs or services in Ohio.

## What types of pro bono legal services are eligible for CLE credit?

The pro bono legal services must be performed for a person of limited means or a charitable organization, and the pro bono case or matter must be assigned, verified, and reported to the CLE Commission by:

- An organization receiving funding for pro bono programs or services from the Legal Services Corporation or the Ohio Legal Assistance Foundation;
- The Ohio State Bar Association, a metropolitan bar association, or a county bar association; OR
- Any other organization recognized by the CLE Commission as providing pro bono programs or services in Ohio.

## How do I find out if the organization for which I am providing pro bono legal services is recognized by the CLE Commission?

Recognition and approval of a pro bono organization and its programs are not automatic. The organization first must apply to the CLE Commission to have its

pro bono programs recognized and approved as providing pro bono legal services or programs in Ohio. Contact the organization to determine whether its pro bono programs have been approved for the calendar year in which you are seeking CLE credit.

## The organization for which I am performing pro bono legal services has not been approved by the CLE Commission for pro bono CLE credit. Can I still get credit for my pro bono services?

No. However, pro bono programs may apply to the CLE Commission for recognition and approval by completing CLE Form 21 (if necessary) and CLE Form 22. Both forms are available on the CLE Commission's website at [www.supremecourt.ohio.gov/attysvcs/CLE/forms/default.asp](http://www.supremecourt.ohio.gov/attysvcs/CLE/forms/default.asp).

## How do I obtain CLE-eligible pro bono work?

Once you determine that the organization's pro bono programs have been approved by the commission for CLE credit, contact the organization to request that a case be referred to you or to volunteer to perform other types of pro bono legal services for persons of limited means or charitable organizations.

## Where can I find a list of organizations approved for CLE credit?

Visit the CLE Commission webpage: [www.supremecourt.ohio.gov/attysvcs/CLE](http://www.supremecourt.ohio.gov/attysvcs/CLE) or call 614.387.9320.

## How will the CLE Commission know I am eligible for CLE credit for the pro bono legal services I have performed?

An attorney seeking CLE credit for pro bono legal services must complete Part I of CLE Form 23 and submit it to the approved pro bono program for

review and verification by no later than December 31 of the year in which the pro bono legal services were performed. The attorney should also submit written time records evidencing the attorney's pro bono legal services.

After the pro bono organization has verified the attorney's pro bono service, the organization will submit a request for CLE credit on the attorney's behalf to the CLE Commission. Attorneys should NOT submit requests for CLE credit for their pro bono legal services directly to the CLE Commission.

## How does a pro bono organization verify and calculate an attorney's CLE credit?

The pro bono organization will review the attorney's CLE Form 23 and time records. Once the pro bono organization has verified this information, the organization will request that the CLE Commission award one hour of CLE credit for every six hours of eligible pro bono legal services performed by the attorney.

### Other CLE Considerations

- Pro bono credit will be added to an attorney's CLE record for the calendar year in which the pro bono legal services were performed.
- An attorney will be eligible for one hour of CLE credit for every six hours of pro bono legal services performed.
- An attorney may earn up to six hours of pro bono credit in a CLE biennium. Pro bono CLE credits earned in excess of the six-hour cap will NOT carry over to the attorney's next biennial period.