

Welcome

Welcome to Latin Lawyer and the Cyrus R. Vance Center for International Justice of the New York City Bar Association's joint annual pro bono survey.

Law firms across Latin America have the opportunity to participate in the survey, sharing information on their progress in implementing pro bono programmes in their firms. The survey will track the process of institutionalising pro bono practice, highlight the significant efforts and achievements of participating firms and thus encourage more firms to follow in their path.

Please note that the survey results are published in an aggregated basis and we do not publish individual law firms' responses.

Also note that this survey largely focuses on pro bono work done in 2020, the last full year.

Survey responses are used to determine the Pro Bono Leading Lights. In countries with functioning clearing houses, firms are awarded up to 40 points across the following categories: Law firm's pro bono infrastructure (20%), recognition of lawyers' pro bono work (15%), pro bono work done (37.5%), support of clearing house (27.5%). In countries where there is no clearing house, points are awarded between the first three categories (law firm's pro bono infrastructure, recognition of lawyers' pro bono work, pro bono work done), and a weighting is applied.

We estimate that it will take no longer than 45 minutes to complete. We ask that you do so no later than Monday 20 September.

We thank you in advance for your time and contribution.

Latin Lawyer - Vance Center Pro Bono Survey 2021

Part 1: General information

* 1. What is the name of your firm?

* 2. What country is your firm located in?

- ☐ Argentina
- ☐ Bolivia
- ☐ Brazil
- ☐ Chile
- ☐ Colombia
- ☐ Costa Rica
- ☐ Dominican Republic
- ☐ Ecuador
- ☐ El Salvador
- ☐ Guatemala
- ☐ Honduras
- ☐ Mexico
- ☐ Nicaragua
- ☐ Panama
- ☐ Paraguay
- ☐ Peru
- ☐ Uruguay
- ☐ Venezuela

* 3. Name and title of person completing the survey

* 4. Please provide the email address of person completing the survey

* 5. Are you happy for the name of your firm to appear in a list of firms that participated in the survey and/or to be contacted about the possibility of revealing more information? **(Please note that one reason we ask this is to know whether you would be happy for your firm to be listed as a Pro Bono Leading Light should it meet the necessary criteria. No firm-specific data will be divulged).**

- ☐ Yes I am happy for the name of my firm to appear
- ☐ No I would prefer my firm's name not to appear

* 6. Do you agree for your responses to this survey to be shared with the clearing house your firm belongs to?

- ☐ Yes, information can be shared with the clearing house the firm belongs to
- ☐ No, please do not share the firm's responses with the clearing house
- ☐ The firm is not a member of any clearing house

* 7. Is your firm a signatory of the Pro Bono Declaration for the Americas (PBDA)?

- ☐ Yes
- ☐ No

8. If your firm is not a signatory of the PBDA, will it consider becoming a signatory?

- ☐ Yes
- ☐ No

9. If it is a signatory, does the firm publicise its commitment to/support of the PBDA?

- ☐ Yes
- ☐ No

If yes, please provide details

10. If your firm is from Mexico, is it a signatory to the Mexican Pro Bono Standards?

- ☐ Yes
- ☐ No

Part 2: Infrastructure of the firm's pro bono programme

* 11. Does your firm have a pro bono coordinator? (If no, skip to question 15)

☐ Yes

☐ No

12. If yes, does the pro bono coordinator work full time on pro bono-related projects?

☐ Yes

☐ No

13. If no, roughly how many hours per week does the pro bono coordinator spend on pro bono coordination?

14. Is the pro bono coordinator a practising lawyer?

☐ Yes

☐ No

* 15. Does your firm have a pro bono committee? (If no skip to question 17)

☐ Yes

☐ No

16. Who is in the pro bono committee?

☐ Partners only

☐ Associates only

☐ Partners and associates

Other (please specify)

* 17. Is pro bono work considered in evaluations of associates?

☐ Yes

☐ No

* 18. Does pro bono work affect determinations on associate salary, bonuses and advancement?

☐ Yes

☐ No

* 19. Does your firm treat pro bono hours like billable hours in terms of associate compensation? (Minimum of 20 hours per year.)

☐ Yes

☐ No

20. If yes, does your firm have a cap of pro bono hours that count towards billable hours?

☐ Yes

☐ No

If yes, what is the cap?

* 21. Is pro bono taken into account for partner compensation?

☐ Yes

☐ No

* 22. Does your firm do anything else to increase partner participation in pro bono?

☐ Yes

☐ No

If yes, please describe briefly.

* 23. Is every pro bono project supervised by at least one partner?

☐ Yes

☐ No

Part 3: Eligibility for pro bono services

* 24. Does the firm have a formal procedure for approving pro bono cases?

☐ Yes

☐ No

If yes, please explain briefly.

* 25. What factors does your firm consider when approving pro bono cases?

☐ Nature of the case

☐ Form of assistance requested

☐ Necessary legal knowledge

☐ Availability of more adequate resources to help the particular client

☐ Level of public interest

☐ Possible conflicts of interest

☐ Actual conflict of interest

☐ Availability of firm resources

☐ Projected fixed costs

☐ If the issue deals with a particular group of clients

☐ Financial situation of the client/s

Other (please specify)

* 26. Does your firm have an annual budget for out-of-pocket expenses related to pro bono cases?

☐ Yes

☐ No

Part 4: Relationship with clearinghouses and other organisations

* 27. Is your firm a member of a pro bono foundation, institute or clearinghouse?

☐ Yes

☐ No

28. If yes, please tell us which:

☐ Alianza Pro Bono Perú (Peru)

☐ Appleseed México (Mexico)

☐ Centro Interdisciplinario de Derecho Social y Economía Política (CIDSEP UC) (Paraguay)

☐ Comisión de Trabajo Pro Bono e Interés Público Colegio de Abogados de la Ciudad de Buenos Aires (Argentina)

☐ Comisión Pro Bono del Colegio de Abogados de Costa Rica (Costa Rica)

☐ Fundación Barra Mexicana (Mexico)

☐ Fundación Pro Bono Chile (Chile)

☐ Fundación Pro Bono Colombia (Colombia)

☐ Fundacion Pro Bono Guatemala (Guatemala)

☐ Fundación Pro Bono de Venezuela, ProVene (Venezuela)

☐ Fundación Venezuela sin Límites (Venezuela)

☐ Instituto Pro Bono Brasil (Brazil)

☐ Pro Bono República Dominicana (Dominican Republic)

☐ Centro Mexicano Pro Bono (Mexico)

☐ Fundación Pro Bono Uruguay (Uruguay)

Other (please specify)

29. If you answered no, please briefly explain why.

* 30. Does your firm have a board member on the pro bono foundation, institute or clearinghouse?

- ☐ Yes
- ☐ No
- ☐ Not applicable - there is no clearing house in my jurisdiction

* 31. Does your firm make a financial contribution at the recommended level to that pro bono foundation, institute or clearinghouse?

- ☐ Yes
- ☐ No
- ☐ Not applicable - there is no clearing house in my jurisdiction

32. If you answered yes, what was the total sum that your firm contributed to the clearinghouse in 2020 (local currency)?

* 33. Has your firm made a financial contribution for 2021?

- ☐ Yes
- ☐ No
- ☐ Not applicable - there is no clearing house in my jurisdiction

* 34. Will your firm make a financial contribution in 2022?

- ☐ Yes
- ☐ No
- ☐ Not applicable - there is no clearing house in my jurisdiction

Part 5: Tracking of pro bono work and measuring impact

* 35. Does your firm measure its pro bono work?

☐ Yes

☐ No

If yes, please briefly explain how your firm measures its pro bono work and specifically whether senior managers are involved in reviewing or measuring pro bono work.

* 36. Has your firm implemented a dedicated mechanism/methodology to track pro bono work?

☐ Yes

☐ No

If yes, please describe mechanism/methodology

* 37. Does your firm report its pro bono hours to a clearing house?

☐ Yes

☐ No

☐ The firm is not a member of a clearing house

* 38. Does your firm measure the impact of its pro bono work?

☐ Yes

☐ No

If yes, please explain how

* 39. Does your firm have a requirement or target for pro bono hours completed by each lawyer at the firm?

☐ Yes, a requirement

☐ Yes, a target

☐ No

If yes, what is it?

40. Please list the below in order of importance as motivators for doing pro bono, where 1 is the most important



Professional duty to society



Retaining talent



Maintaining or developing client relationships



Bar requirements



PBDA commitment

* 41. How many lawyers are at the firm?

- ☐ 1-10
- ☐ 11-30
- ☐ 31-60
- ☐ 61-100
- ☐ 101-200
- ☐ 201+

* 42. What was the total number of pro bono hours completed by your firm in 2020?

- ☐ Less than 100
- ☐ 100 to 250
- ☐ 251 to 500
- ☐ 501 to 750
- ☐ 751 to 1000
- ☐ More than 1000
- ☐ N/A, no record, or confidential

* 43. How many pro bono hours did your firm average per associate in 2020?

- ☐ Less than 5
- ☐ 5 to 9
- ☐ 10 to 19
- ☐ 20 to 29
- ☐ 30 or more
- ☐ N/A, no record, or confidential

* 44. How many pro bono hours did your firm average per partner in 2020?

- ☐ Less than 5
- ☐ 5 to 9
- ☐ 10 to 19
- ☐ 20 to 29
- ☐ 30 or more
- ☐ N/A, no record, or confidential

* 45. How many pro bono cases did your firm complete in 2020?

- ☐ 1 to 5
- ☐ 6 to 10
- ☐ 11 to 20
- ☐ 21 to 30
- ☐ More than 30
- ☐ This data was not recorded

* 46. How do these numbers compare with 2019?

- ☐ We did less pro bono work in 2020 than in 2019
- ☐ We did the same amount of pro bono work in 2020 as we did in 2019
- ☐ We did more pro bono work in 2020 than we did in 2019

47. What type of pro bono cases did your firm do the most of in 2020? (Please list the below in order of frequency, where 1 is most frequent)



Representation of low-income individuals



Assistance to social or nonprofit organizations in institutional matters (e.g. corporate, tax, intellectual property matters related to the organization)



Participation in legal clinics



Public interest litigation



Legal reform



Others

48. Which of the following sources do you receive pro bono work from?

- ☐ Pro bono foundation, institute or clearinghouse
- ☐ Professors & academia
- ☐ Social service organizations
- ☐ Non-profit organizations
- ☐ Government agencies
- ☐ Judges
- ☐ Court staff
- ☐ Religious organizations
- ☐ Lawyers' associations
- ☐ Partners
- ☐ Associates
- ☐ Non-legal staff
- ☐ Staff family members
- ☐ Private sector attorneys
- ☐ Public sector attorneys
- ☐ Radio
- ☐ Television
- ☐ Newspaper
- ☐ NGOs established by clients
- ☐ Online databases
- ☐ Other (please specify)

49. Please provide up to five examples of pro bono work carried out by your law firm in 2020. **Briefly describe each case, your firm's role, the lawyers involved and the impact it has had.** If any information is confidential, you may mark it as such and the information will not be made public. **For the purposes of calculating Leading Lights, please note that we will only consider cases that fit the description of pro bono as outlined in the Pro Bono Declaration of the Americas. This is available to read [here](#).**

Case 1

Case 2

Case 3

Case 4

Case 5

50. Have you taken part in any pro bono activities that are local to your jurisdiction?

☐ Yes

☐ No

* 51. In 2020 and 2021 we have observed a massive pro bono response to legal problems related to the covid-19 pandemic. Please identify the areas in which your firm has done pro bono work in relation to the crisis.

- ☐ Anti-corruption
- ☐ Child custody
- ☐ Corporate law
- ☐ Disability rights
- ☐ Domestic violence
- ☐ Education
- ☐ Employment law
- ☐ Environmental (policy)
- ☐ Environmental (litigation)
- ☐ Family law
- ☐ Financing
- ☐ Health
- ☐ Human rights
- ☐ Immigration
- ☐ Indigenous or ethnic rights
- ☐ Individual representation of indigent clients
- ☐ Intellectual property
- ☐ Legal reform
- ☐ Mergers & acquisitions
- ☐ Microfinance/small business
- ☐ Real estate law
- ☐ Rights of the elderly
- ☐ Securities
- ☐ Transactional or institutional support for NGOs

Other (please specify)

* 52. Has your firm organised a formal or informal response to pro bono legal needs arising from the covid-19 pandemic?

- ☐ Yes
- ☐ No

53. If you answered yes, please describe your firm's current pro bono work as it relates to covid-19.

* 54. Have you collaborated with the pro bono clearinghouse(s) in your country to carry out your firms' covid-19 response work?

☐

Yes

☐

No

☐

Not applicable - there is no clearing house in my jurisdiction

Part 7: Global pro bono programmes

55. Is your firm part of an international law firm with offices outside of Latin America?

☐

Yes

☐

No (please go to question 57)

56. If yes, please describe the law firm's global pro bono programme and its requirements for your firm.

Part 8: Other information

* 57. Do you communicate to your clients the pro bono work done by your firm?

☐

Yes

☐

No

☐

If yes, please explain how. If no, please explain why not.

* 58. Do clients or potential clients ask about pro bono work done by your firm?

☐

Yes

☐

No

* 59. Is pro bono work used to attract new talent to your firm?

☐

Yes

☐

No

☐

If yes, please explain how. If no, please explain why not.

* 60. Has your pro bono coordinator or committee communicated or collaborated with the Vance Center?

☐ Yes

☐ No

If yes, please describe briefly the communications and/or collaboration.

61. How can the Vance Center, as part of the Pro Bono Network of the Americas, support or better support your firm in its pro bono efforts?

☐ Share information regarding best practices through blogs and websites

☐ Work with lawyer's associations to improve laws and regulations in the field

☐ Annual conferences and roundtables

☐ Videoconferences for associates

☐ Regional workgroups

☐ Other conferences on pro bono and legal aid

☐ Assistance by telephone/mentor support

☐ Cooperation with US or international firms to discuss pro bono

☐ Cooperation with US or international NGOs to discuss pro bono

☐ Technical materials on the institutionalization of pro bono

☐ Sharing information on regional projects in development

Other (please specify)

* 62. What, in your firm's view, are the biggest impediments to pro bono participation?

- ☐ Detrimental from a career perspective
- ☐ Excessive regulation or control
- ☐ Lack of financial resources and support
- ☐ Lack of malpractice insurance or protection
- ☐ Lack of adequate opportunities
- ☐ Language barriers
- ☐ Not consistent with the firm or the culture of the employer
- ☐ Not within the specialization or experience of the firm
- ☐ Time constraints
- ☐ Taxes

Other (please specify)