

UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF NEW YORK

GLENN T. SUDDABY
Chief U.S. District Court Judge



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January 11, 2017

To: All Members of the Northern District Bar

From: Chief Judge Glenn T. Suddaby

Re: Pro Bono Requirements

Dear Attorney:

The Northern District of New York has a long history of providing pro bono representation to eligible, unrepresented litigants in civil actions. A pro bono lawyer who represents a *pro se* litigant not only ensures equal access to the courts but also is provided with a unique opportunity to hone litigation skills and appear before a federal judge. Because many pro bono appointments are not made until a case has survived a dispositive motion, *pro se* cases often provide a rare opportunity for attorneys to participate in a trial. Northern District of New York Local Rule of Civil Procedure 83.3 governs pro bono service and requires permanently admitted attorneys to accept no more than one pro bono assignment per year.

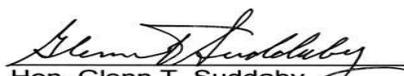
The Court will make an equitable distribution of appointments among the active members of the bar. On average, the Court appoints attorneys in about forty (40) pro bono cases throughout the district each year. Given the size of our Bar, individual attorneys will not be asked to handle more than one appointment every two to three years, or possibly longer.

Upon receiving notice of an appointment from the Court, the attorney shall have ten (10) business days to review the case and file either a notice declining the appointment due to a conflict or file a notice of appearance. Understanding the sacrifice that is made and the additional burden the appointment may place on your practice, the Court will make every attempt to ensure that from the time of appointment to disposition is no longer than six months.

The Court is working with the Northern District of New York Federal Court Bar Association to provide annual CLE sessions on representation in civil rights cases. Additional information on pro bono and resources for appointed counsel are available through the Northern District Federal Court Bar Association.

Thank you and I look forward to working with you in the future.

Sincerely,


Hon. Glenn T. Suddaby
Chief U.S. District Judge