

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA
ADMINISTRATIVE ORDER 15-05**

Filings by Nonprofit Organizations in the Probate Division

WHEREAS, on September 16, 2013, the Superior Court of the District of Columbia promulgated Administrative Order 13-15, which extended eFiling to the Probate Division; and

WHEREAS, all attorneys are required to eFile in the Probate Division of the Superior Court in accordance with Administrative Order 13-15; and

WHEREAS, eFiling was designed to provide the public and legal community with expanded access to the courts; and

WHEREAS, persons required to eFile in the Probate Division must eFile through the Superior Court's authorized eFile vendor and pay a fee for each filing unless qualified to proceed *in forma pauperis*; and

WHEREAS, the legal services organizations and clinics of the law schools listed in Attachment A provide direct legal services to low-income and under-served litigants in the Probate Division of the Superior Court, not all of whom qualify to proceed *in forma pauperis*; and

WHEREAS, these organizations and clinics and their clients may face unwarranted financial hardship if required to pay eFiling fees;

NOW THEREFORE, it is hereby

ORDERED, that the organizations and clinics of the law schools listed in Attachment A to this order may, but are not required to, eFile when providing direct legal services to low-income and under-served litigants in the Probate Division of the Superior Court; and it is further

ORDERED, that notwithstanding the exemption from eFiling provided above, attorneys associated with these organizations and clinics shall register with the Superior Court's authorized eFile vendor so these attorneys may be eServed; and it is further

ORDERED, that notwithstanding the exemption from eFiling provided above, attorneys associated with these organizations and clinics shall email a copy of each proposed order to ProbateDivisionEfiling@dcsc.gov in Word format and in accordance with the provisions of Probate eFiling Procedure 12; and it is further

ORDERED, that should any of these organizations or clinics no longer provide direct legal services to low-income or under-served residents of the District of Columbia, the exemption provided above shall cease immediately, and attorneys associated with that organization or clinic

shall thereafter comply with the provisions of Administrative Order 13-15 when filing in the Probate Division of the Superior Court; and it is further

ORDERED, that should any of these organizations or clinics no longer provide direct legal services to low-income or under-served residents of the District of Columbia, the organization or clinic shall notify the Clerk of the Court in writing within 30 days of the date of cessation of these services; and it is further

ORDERED, that any other nonprofit organization or clinic of a law school providing direct legal services to low-income and under-served litigants in the Probate Division of the Superior Court may seek to be considered for this exemption by submitting a written request for exemption to the Chief Judge of the Superior Court containing the following information:

- (1) The reasons why the organization or clinic should be eligible for this exemption;
- (2) A certification that the organization or clinic provides direct legal services to low-income and under-served litigants in the Probate Division of the Superior Court; and
- (3) The total number of appearances made by the organization or clinic during the last calendar year and the number of such appearances that were made on behalf of low-income or under-served litigants; and it is further

ORDERED, that this order shall become effective immediately.

SO ORDERED.

BY THE COURT.

DATE: March 25, 2015

/s/
Lee F. Satterfield
Chief Judge

Copies to:

Judges
Magistrate Judges
Executive Officer of the Court
Clerk of the Court
Division Directors
District of Columbia Bar
Daily Washington Law Reporter
Library

ATTACHMENT A

Organizations

Archdiocesan Legal Network
Catholic Charities
Asian Pacific American Legal Resource Center
Ayuda, Inc.
Bread for the City
Children's Law Center
D.C. Bar Pro Bono Program
D.C. Law Students in Court
D.C. Volunteers Lawyers Project
Legal Aid Society of D.C.
Legal Counsel for the Elderly
Neighborhood Legal Services Program
Network for Victim Recovery of D.C.
Quality Trust for Individuals with Disabilities
University Legal Services
Washington Legal Clinic for the Homeless
Whitman-Walker Clinic Legal Services Program

Law School Clinics

American University Washington College of Law
Catholic University of America Columbus School of Law
George Washington University Law School
Georgetown University Law Center
Howard University School of Law
University of the District of Columbia David A. Clarke School of Law