



**Lawyers Alliance for New York**  
**Opportunities for In-house Counsel**

Lawyers Alliance for New York is the leading provider of business and transactional legal services for nonprofit organizations that are improving the quality of life in New York City neighborhoods. We designed our corporate pro bono program to enable attorneys from corporations and financial institutions to put their legal skills to use to help nonprofit organizations.

**Individual Pro Bono Matters**

For the large majority of Lawyers Alliance pro bono projects, interested attorneys represent nonprofits on a specific legal matter, such as contract negotiation, intellectual property, review of financing or structuring documents, corporate governance upgrade, or advice about an employment law issue. These matters are generally limited in time commitment and selected based on individual attorneys' interests and skills. An experienced attorney from our office co-counsels on every matter in case pro bono counsel needs assistance along the way.

A list of our available cases is circulated every two weeks. We would be happy to add you to the distribution.

**Virtual Clinics**

Lawyers Alliance regularly convenes Corporate Counsel Pro Bono Clinics where individual attorneys from a corporate legal department volunteer to assist a nonprofit organization on a limited scope basis. After several years of hosting in-person clinics, we have moved temporarily to a completely virtual format due to Covid-19. Lawyers Alliance conducts training (often pre-recorded to provide flexibility to our volunteers) and orientation sessions for volunteers to "meet" our staff and familiarize themselves with available resources. Following these brief sessions, pro bono attorneys provide up to three hours of legal consultation by video or phone. At recent clinics, pro bono attorneys have reviewed short contracts, provided Covid-19 updates to forms of waivers and release, conducted a corporate governance assessment for an assigned nonprofit organization, and completed a diagnostic checklist regarding financial reporting. CLE may be available for participating attorneys.

**Workshops for Nonprofits**

Corporate counsel also can work with Lawyers Alliance staff attorneys to co-teach a workshop for nonprofit managers. Lawyers Alliance staff attorneys have expertise in many legal areas and can partner with in-house counsel to collaborate on a variety of training sessions for nonprofits. A list of our upcoming and frequently recurring workshops [is available here](#). If any of these topics are of interest to your attorneys, we would be happy to discuss the process of partnering with our staff attorney(s) or a law firm to provide one of these trainings to nonprofits.

We are committed to finding pro bono projects that are a good fit for your attorneys and your company's corporate citizenship and pro bono priorities. We look forward to working with you!

**A selection of corporate legal departments that have partnered with Lawyers Alliance in the past 2 years:**

Amalgamated Bank	HelloFresh
American Express	HSBC
AIG	IBM
Anomaly	JPMorgan Chase
Bank of America	LexisNexis
Bloomberg	MetLife Inc.
BNY Mellon	Morgan Stanley
Booz Allen	National Football League
Brooklyn Law School	NBC
Capital One	Sony
Citigroup	Thomson Reuters
Citizens Bank	Time Warner
ConEd	UBS AG
Credit Suisse	Via
Deloitte	Viacom
Facebook	Viking Global Investors
	Vimeo

### Recent Virtual Clinics

- **March 2020—Financial Transparency and Reporting.** Nonprofit organizations face a long list of regulatory and other legal burdens, making it a challenge to assess their own financial transparency and fiscal oversight procedures while also doing the day-to-day work required to meet their goals. Following a training session, with the help of a detailed assessment tool, our volunteers reviewed the financial disclosures and related corporate governance documents and procedures for clients in our network whose mission is to support greener, more sustainable neighborhoods and communities in New York City.
- **May 2020—Waivers and Releases.** The pandemic has necessitated a move to online learning for many of our Quality Education clients. During this brief consultation opportunity, in-house attorneys were paired with a nonprofit client that provides educational and afterschool programming, to assess whether their existing policies and forms adequately protect them from potential legal risk in an online classroom setting. Prior to the client consultation, all attorney volunteers viewed a recorded training and then participated in a live Q&A with a member of our legal department.
- **June 2020—Contracts Review.** Many contracts that were signed before the pandemic may need to be revised or terminated to reflect the current reality. Contracts to be signed in the future will need to take into consideration the possibility of continued uncertainty and the need to build in different protections for the nonprofit. “Boilerplate” provisions such as amendment, termination, force majeure, and liability may need to be revisited to reassess and appropriately mitigate risk. Following a training given by a member of our legal department, our corporate volunteers provided limited scope advice to our urban health clients by reviewing short contracts, explaining their key provisions to the clients, and discussing the ramifications of their assessment.

## Selection of Recent In-House Matters

**Bailey's Café** is a center for educational and cultural activity located in Bedford-Stuyvesant/Crown Heights, Brooklyn. It aims to be a center for nurturing and guiding individuals in their pursuit of self-knowledge through acting, video making, writing, cooking, music, dance and fine arts. Bailey's Café focuses on intergenerational projects that bring together Brooklyn's youth and elderly. **Bank of America** and their outside counsel worked together to review the client's Conflict of Interest Policy and Annual Disclosure Form to ensure they are in compliance with the New York Not-for-Profit Corporation Law and best practices.

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**Okayso** was founded in 2015 with a mission to improve the physical and mental health of young adults by utilizing technology in innovative ways to increase access to accurate and non-judgmental information and support. Okayso operates a free mobile app (available for Apple devices) where users can anonymously ask a team of experts vetted by Okayso questions relating to sexual health, gender identity, relationships, consent, contraception, and more. **UBS AG** provided assistance with determining the applicability of any healthcare law regulatory regimes that may be relevant to the client's services, reviewing Okayso's current end-user agreement and its privacy policy, reviewing Okayso's advisor agreement with its experts, and developing a record retention policy.

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**Encore Community Services, Inc.** is a multi-purpose nonprofit agency that provides an array of services to elderly persons in need in the midtown theater district and beyond. Each year, Encore provides a total of 87,500 on-site congregate meals and delivers 201,000 meals to homebound elderly and 83,200 weekend meals to the homebound. **AIG** reviewed the client's volunteer waiver and publicity release, and drafted a new volunteer policy.

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**Beyond the Bricks Project** is a media-focused nonprofit organization that utilizes video storytelling to engage, encourage and promote community-based solutions for children in marginalized school systems. **Bloomberg LP** volunteered to review the client's licensing agreement for its popular afterschool curriculum.