

# **MONROE COUNTY BAR ASSOCIATION MODEST MEANS PROGRAM**

**THIS IS NOT A FREE SERVICE**

**THERE ARE NO ATTORNEYS AT  
MONROE COUNTY BAR ASSOCIATION**

## **Client Information Guide and Application**

The Modest Means Program provides the client with a half-hour consultation with an attorney, if available, for a \$25.00 fee. The \$25.00 fee is non-refundable and is payable directly to the attorney.

If you decide to retain the attorney after the initial half-hour consultation, the fees are then charged at a reduced rate.

Monroe County Bar Association (MCBA) will determine eligibility. Please complete the application in its entirety. Include three consecutive paystubs per working person and proof of income such as child support, social security, unemployment, disability and government benefits for all members of your household. Without verification of income we cannot process your request.

Upon receipt of the application and income verification documentation, we will review your request and contact you within two business days if you are eligible for our service. If you do qualify, we will refer you to an attorney through our Modest Means Referral Program.

Remember that not all cases are accepted. In addition to income limitations, only specific types of cases, as outline on the “Pricing for Legal Representation and Preparation” sheet in this packet will be accepted. As you read through this guide and application, you will learn more of what types of cases may be accepted. In some cases, there may not be attorneys available for your specific needs. We will work hard to contact you immediately should this be the situation.

**\*\*\*NOTE\*\*\***

**IF YOU PLAN TO FILE A PETITION FOR WAIVER OF COSTS,  
YOU CANNOT UTILIZE THE MODEST MEANS PROGRAM**

**PLEASE KEEP FOR YOUR RECORDS – PAGE 1**

# **MONROE COUNTY BAR ASSOCIATION**

## **MODEST MEANS PROGRAM**

**Mission:** The mission of the Modest Means Program (MMP) is to provide legal services at a substantially reduced rate to individuals who fall within the financial guidelines of the MMP (200% of the Federal Poverty Guidelines)

**Overview:** The MMP has been developed to assist clients who do not qualify for legal aid through North Penn Legal Services (NPLS), but cannot afford an attorney at regular attorney fees. The client must complete the MCBA Modest Means Application to determine eligibility for MMP. If you qualify, you will be referred to an attorney who is a member of MCBA and a participant in the MMP. You will receive representation or have documents prepared at a reduced rate, as determined by MCBA. If you do not qualify for the MMP you will be referred out of the program to an attorney who participates in our Find a Lawyer Program (FAL) through the normal procedures of this service.

### **2018 Eligibility Guidelines**

Income is based on the Federal Poverty Guideline which is subject to change  
(Amounts are the maximum yearly gross income allowable through this program)

<b>Persons in the Household</b>	<b>200% of Poverty Guidelines (Annualized Adjust)</b>
1	\$24,120
2	\$32,480
3	\$40,840
4	\$49,200
5	\$57,560
6	\$65,920
7	\$74,280
8	\$82,640

For households with more than 8 persons, add \$4,180 for each additional person.

**PLEASE KEEP FOR YOUR RECORDS – PAGE 2**

# MONROE COUNTY BAR ASSOCIATION

## MODEST MEANS PROGRAM

Application & Financial Information

Please print clearly and fill out the application completely. Mail, email or fax the completed and signed application to: Mail - Monroe County Bar Association, 913 Main St., Stroudsburg, PA 18360; Email – [info2@monroebar.org](mailto:info2@monroebar.org); Fax – 570.424.8234

*Please note: All information provided will be treated as confidential communications made for the purpose of facilitating the rendering of professional legal services to you. We will preserve the confidentiality of all such information unless otherwise required by law.*

First Name	M.I.	Last Name	
Address			
City		State	Zip Code
Home Phone	Cell Phone (No Texting Available)		Email Address

Please provide a brief description of your legal matter:	
Name of other party involved?	
What is the other party's attorney's name, if known?	
Have you consulted another attorney?	
If yes, what is the name of the attorney?	
Have you hired this attorney?	

Initials \_\_\_\_\_

**Pricing For Legal Representation and Preparation - 2018 Rates**  
**YOU WILL BE RESPONSIBLE FOR ALL FILING FEES**  
**Check and initial the category for which you are requesting representation**

Case Category	Cost for Service	Service Requested Check & Initial
<b>Landlord Tenant Disputes – Tenant Only</b>		
Hearing before Magisterial District Judges	<b>\$200.00</b>	
Post MDJ Hearing – <b>Per hour</b>	<b>\$100.00</b>	
<b>Traffic Violation/Summary Offense</b>		
Hearing before the Magisterial District Judges	<b>\$100.00</b>	
<b>Mortgage Foreclosure – Homeowner Only</b>		
Mortgage Conciliation	<b>\$100.00</b>	
Post Conciliation – <b>Per hour</b>	<b>\$100.00</b>	
<b>Bankruptcy</b>		
Chapter 7	<b>\$750.00</b>	
<b>Collections</b>		
Defense of collections matter through the hearing before the Magisterial District Judges	<b>\$200.00</b>	
Work Post-Hearing – <b>Per hour</b>	<b>\$100.00</b>	
<b>Unemployment Compensation Claim for Benefits</b>		
Through decision by Referee	<b>\$200.00</b>	
Post-Referee hearing work - <b>Per hour</b>	<b>\$100.00</b>	
<b>Hiring Issues – Employees only</b>		
Driver’s License Suspension	<b>\$200.00</b>	
Expungements	<b>\$200.00</b>	
<b>Family Law – <i>Dependency cases will not be accepted</i></b>		
Child Support –Domestic Relations Conference	<b>\$100.00</b>	
Child Support – Post-Conference Work – <b>Per hour</b>	<b>\$100.00</b>	
Child Custody – Conciliation	<b>\$200.00</b>	
Child Custody – Post-Conciliation work for exceptions – <b>Per hour</b>	<b>\$100.00</b>	
Divorce – Simple Uncontested / No Settlement of Assets (Including real estate, retirement funds, investments)	<b>\$500.00</b>	
Divorce – Contested / No Settlement of Assets (Including real estate, retirement funds, investments)– <b>Per hour</b>	<b>\$100.00</b>	
<b>Estate Planning</b>		
Simple Wills – Individual / Husband & Wife	<b>\$75.00 / \$125.00</b>	
Power of Attorney – Individual / Husband & Wife	<b>\$75.00 / \$125.00</b>	
Living Wills - Individual / Husband & Wife	<b>\$40.00 / \$70.00</b>	

\*\*\*Please note: The fees listed above are not inclusive of the court cost, filing fees and other related expenses that may be applicable. All court costs, filing fees and other related expenses will be at your (the client) expense and will be in addition to the attorney fees listed above. Be sure to discuss the potential additional costs/fees with your attorney.\*\*\*

Initials \_\_\_\_\_

# MONROE COUNTY BAR ASSOCIATION

## MODEST MEANS PROGRAM

### Application – Financial Information

First Name	M.I.	Last Name	
Total Number of People Living in Your House including you?			
Checking Account Balance	\$	Savings Account Balance	\$
Investment Account Balance	\$	Real Estate Owned Value	\$
Make, Model & Year of Vehicle – Owned or Leased (Circle one)		Value	\$

### Income Information – Applicant Only

<u>Income Per Month</u> <u>Include Income from all Sources</u>		<u>Expenses Per Month</u> <i>Do not include food, insurance, or utilities – these are considered ordinary expenses and are included in the basic income calculations.</i>	
Wages (Gross):	\$	Medical (Not covered by insurance)	\$
Employer Name -			
Spousal Support:	\$	Child care (Incurred only due to work)	\$
Child Support:	\$	Car Payment or Lease Payment	\$
Veteran Benefits:	\$	Spousal Support or Alimony	\$
Unemployment:	\$	Child Support	\$
SSI/SSD:	\$	Mortgage or Rent Payment	\$
Public Assistance – Including Food stamps, utility assistance, medical etc	\$	Transportation costs to work – include gas, tolls, and bus tickets	\$
Retirement Income:	\$	Work Related Expenses - tools, equipment, required uniforms	\$
Investment Income:	\$		\$
Rental Income:	\$		\$
Other Income: (Please specify type)	\$		\$
<b>TOTAL INCOME:</b>	<b>\$</b>	<b>TOTAL EXPENSES:</b>	<b>\$</b>

<u>Others in Household - Income Per Month</u>	
(Verification of Income Required)	
Relationship & Source of Income	Income
<b>TOTAL OF OTHER INCOME</b>	<b>\$</b>

I, \_\_\_\_\_, verify that the information provided in the foregoing application is true and correct to the best of my knowledge, information and belief. I further verify that all documents submitted have not been falsified or altered in any way. I am aware that should any information be found to be false, I will no longer qualify for the Modest Means Program. Therefore, I will be responsible for immediate payment of all services rendered at the attorney’s regular rates. I further acknowledge that pages 3 and 4 of this application will be forwarded to the attorney who may be able to assist me. I further acknowledge that I will pay a \$25.00 consultation fee to the attorney assisting me. I acknowledge information requested by the Monroe County Bar Association and not provided within ten (10) days of request will result in the rejection of my application. I further acknowledge that the Monroe County Bar Association or attorney may require me to reapply if I do not provide all information requested by either party within thirty (30) days.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

► **Please remember to include verification of income for all household members (i.e. three consecutive pay stubs per person in the household, copies of child support orders, social security award letters, unemployment award letters and all other income. Your application will NOT be processed without all required documentation.►**