

PRO BONO REPORTING REQUIREMENT FAQs (2022)

Last updated: 1/13/22

1. How do I report pro bono work and financial contributions to the Lawyer Registration Office?

On your annual lawyer registration statement, three additional questions will be asked regarding the number of hours of pro bono service and financial contributions to entities that provide legal services to individuals of limited means.

2. What information regarding pro bono work and financial contributions must I disclose?

You will be asked to provide the approximate number of hours of service provided under Rules 6.1(a)(b)(1-3) for the previous calendar year and whether you have contributed financially to any organization that provides legal services to individuals of limited means.

3. What are the questions?

Approximately how many hours of pro bono work did you provide as defined in Rule 6.1(a), 6.1(b)(1), and 6.1(b)(2) of the Minnesota Rules of Professional Conduct?

Approximately how many hours of pro bono work did you provide as defined in Rule 6.1(b)(3) of the Minnesota Rules of Professional Conduct?

Yes No

Did you make any financial contributions to organizations that provide legal services to persons of limited means?

4. What happens if I do not wish to provide this information?

Lawyers who do not include this information on their lawyer registration statement in 2022 will be provided a reminder that they must do so as of January 1, 2023. Thereafter, providing this information is mandatory and the registration statement must include this information in order to be accepted. Lawyer registration statements that are incomplete for any reason are sent back to lawyers for completion and must be returned complete by the filing deadlines in order to avoid late fees and/or administrative suspension.

5. Do all attorneys licensed in Minnesota need to provide this information?

All active status lawyers must provide this information unless they are covered by an exemption. Attorneys employed by government entities and judges are exempt from the reporting requirement, but may report pro bono services and/financial contributions if they so choose.

6. If my annual lawyer registration form is due January 1, what is the look-back period for reporting my pro bono work and financial contributions?

Lawyers report their pro bono hours and financial contributions for the preceding calendar year. For example, if your fee is due January 1, 2023, you report your pro bono hours and financial contributions for the calendar year 2021.

Due:	Calendar Year:
April 1, 2022	2021
July 1, 2022	2021
October 1, 2022	2021
January 1, 2023	2021
April 1, 2023	2022
July 1, 2023	2022
October 1, 2023	2022
January 1, 2024	2022
April 1, 2024	2023
Etc.	Etc.

7. How do I know what legal services are considered pro bono work under Rule 6.1? (link to Rule 6.1)

Rule 6.1 of the Minnesota Rules of Professional Conduct sets forth the parameters for pro bono service in Minnesota.

[\(https://www.revisor.mn.gov/court_rules/pr/subtype/cond/id/6.1/\)](https://www.revisor.mn.gov/court_rules/pr/subtype/cond/id/6.1/)

8. Will I be penalized if I did not engage in any pro bono work over the last calendar year or I did not contribute financially to this work?

No. Answers of “zero” and “none” are acceptable. Reporting this information is the only requirement.

9. Will the information I report be public?

No. Under Rule 23H, the individual information is not accessible to the public. The information you provide will only be available as part of aggregate data.

10. Where can I find additional information regarding the new requirements?

- [Link to MSBA](#)
- [Minnesota State Law Library On-Demand CLEs](#)
- Link to Court Orders:
 - [February 17, 2021 Court Order](#)
 - [July 7, 2021 Court Order](#)
- [Link to Contact page](#)
- [Informational video on pro bono reporting](#)