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Providing *legal*  
services to  
those in  
need in our  
community

*The mission of the Highland Park-Highwood Legal Aid Clinic is to provide pro bono legal services to low-income\* individuals who live or work in Highland Park and Highwood in the areas of immigration, housing, and domestic violence.*

*\*There are no income requirements for victims of domestic violence.*

#### Highland Park-Highwood Legal Aid Clinic

PO Box 256 | 1830 Green Bay Road  
Highland Park, IL 60035  
(847) 926-1867 | [hphlegalaid.org](http://hphlegalaid.org)



To date, our dedicated staff and volunteers have served **more people** in 2017, than we did in 2015 and 2016 combined.

Dear Friends:

The Highland Park-Highwood Legal Aid Clinic has experienced explosive growth this year. To date, our dedicated staff and volunteers have served more people in 2017, than we did in 2015 and 2016 combined, and we are approaching **tripling our budget** from 2016 to 2017. We completed a strategic planning process and are well positioned to meet the needs of our most vulnerable neighbors in 2018.

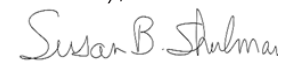
The political climate towards immigration has been volatile and the Clinic has responded quickly to changes in policy and law. Most recently, with the administration's rescission of DACA, we were able to **help dozens of DREAMERS** as we acted immediately to communicate to our communities and beyond about the urgency of renewal, eligibility requirements, and available scholarships for the associated fees.

Domestic violence is a critical health issue in our community, and studies show that access to legal services reduces the rates of domestic violence by helping victims with orders of protection. Since launching our Domestic Violence practice in May, we have **helped over 20 survivors** escape abusive relationships. In anticipation of expanding our capacity, the majority of our staff recently participated in the rigorous 40 hour Domestic Violence certification training and we anticipate that all staff will be cross trained on immigration and Domestic Violence since these cases often cross over.

From the day the Clinic opened, we have helped tenants stay in their homes and **avoid wrongful eviction**. We thank our many volunteers who have stepped up to take these cases. Housing remains the one area where we lack a staff attorney. Our hope is to change that in 2018.

In a year of challenges, I have been overjoyed by the incredible support the Clinic has received from near and far. From our Movie Night to the Celebrate Highwood Taco Run to generous contributions from individuals, corporations, foundations and law firms, the support has provided the Clinic with the resources to help those in need of free legal services. I am proud to present to you our **first official Annual Report**.

Warmly,



Susan B. Shulman  
**EXECUTIVE DIRECTOR**



Dear Friends:

We are fortunate to live in a community that **celebrates diversity** and steps up to help its neighbors. The Highland Park – Highwood Legal Aid Clinic was founded on these principles.

In 2013, I created the City of Highland Park Human Services Task Force, a group of over 250 volunteers ranging in age from 17-85. We assessed needs and inventoried services available. A comprehensive human services plan was created and immediate outcomes led to creatively addressing various service issues, including access to affordable legal services, particularly for our senior and immigrant populations.

A Board of Directors was formed, sponsors and partners created a **strong foundation and a mission** was developed: focus strictly on the most emergent issues of housing, immigration and domestic violence cases as these areas present an immediate risk to health and welfare. In addition, the Clinic does not pursue Federal funding, allowing all clients, regardless of immigration status, to be served. This significantly distinguishes the Clinic from other regional legal aid clinics.

We are proud to **partner with the City of Highland Park**, the **City of Highwood**, Open Communities, HACES, A Safe Place and Shalva. With their help and hundreds of volunteer attorneys and other community volunteers the Highland Park - Highwood Legal Aid Clinic provides comprehensive services and referrals to clients. Working with our local school districts, clergy and Moraine Township, outreach to those in need and volunteers who wish to serve is broad and coordinated.

The Clinic **serves as a beacon** to our most vulnerable neighbors. As the Clinic continues in its third year, the need for critical legal services continues to grow. We pledge to provide outstanding legal services. We are grateful for the strong support we have received in the past and as we head into the future.

Warmly,



Nancy Rotering  
**FOUNDER, MAYOR, HIGHLAND PARK**



As the Clinic continues in its third year, the need for critical legal services continues to grow. We pledge to provide outstanding legal services.

# Financials:

## HIGHLAND PARK - HIGHWOOD LEGAL AID CLINIC PROFIT & LOSS JANUARY THROUGH DECEMBER 2016

### ORDINARY INCOME/EXPENSE

<b>INCOME</b>	
4000 · Grant Revenue	18,000.00
4100 · Contributions Received	54,020.84
4800 · Interest Income	14.47
<b>TOTAL INCOME</b>	<b>72,035.31</b>
<b>EXPENSE</b>	
6060 · Advertising and Promotion	369.32
6095 · PayPal Fees	94.14
6120 · Computer and Internet Expenses	112.01
6200 · Consultant Fees	750.00
6260 · Dues and Subscriptions	1,071.74
6330 · Insurance Expense	2,202.00
6440 · Licenses and Fees	910.18
6460 · Meals and Entertainment	122.73
6490 · Office Supplies	3,233.64
6500 · Payroll Expenses	
6510 · Salary	35,704.15
6520 · ER OASDI	2,213.68
6530 · ER Medicare	517.73
6550 · ER FUI	84.00
6560 · IL SUI	0.00
6590 · Payroll Service Expense	535.51
Total 6500 · Payroll Expenses	39,055.07
6650 · Postage and Delivery	633.33
6840 · Travel Expense	41.00
6900 · Miscellaneous Expense	5,040.62
<b>TOTAL EXPENSE</b>	<b>53,635.78</b>
Net Ordinary Income	18,399.53
Net Income	18,399.53

# Financials:

## 2017 BUDGET ESTIMATE

CASH ON HAND	51,000.00
<b>ORDINARY INCOME/EXPENSE</b>	
<b>INCOME</b>	
Grants	114,891.50
Personal Contributions	20,000.04
Events	77,280.00
Interest Income	20.00
<b>TOTAL REVENUE</b>	<b>212,191.54</b>
<b>EXPENSE</b>	
Salary	159,000.00
Fica	12,163.50
FUI	2,420.88
Health Insurance	6,460.80
<b>Subtotal</b>	<b>180,045.18</b>
Travel	1,042.54
Supplies	5,832.00
Postage	1,200.00
Printing	1,200.00
Lexis Nexis	1,266.00
CMS	3,600.00
DV Training	560.00
Rent	7,500.00
Child Care	1,600.00
Internet and phone	1,200.00
Utilities	1,200.00
Trauma skills	1,200.00
Insurance	4,000.00
Advertising	500.00
Paypal fees	1,200.00
Fundraising Expenses	5,800.00
Computer Expenses	6,000.00
Consultant Fees	1,000.00
Move to Legal Server	3,000.00
Moving Expenses	3,000.00
New Computer	2,000.00
Books	1,000.00
Dues and Subscriptions	3,000.00
Accounting	3,200.00
Payroll Expenses	1,500.00
Website	500.00
Licenses and Fees	1,000.00
Meals and Entertainment	1,080.00
Miscellaneous	2,499.96
Non DV Training	1,000.00
<b>Total Expenses</b>	<b>248,725.68</b>
Net Income/Loss	-36,534.14
Net Income/Loss including cash on hand	14,465.86

*advocates, visionaries and*  
**Donors:**

**GIFTS MADE FROM  
JANUARY 2017 - SEPTEMBER 2017**

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\$20,000 AND HIGHER**  
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*friends, allies, heroes and*  
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# Real Life Stories



## IMMIGRATION

A client came to the Clinic with a baseball cap on her head, a folder full of documents in her hands, and many questions on her mind. "I am not really sure what I would do if I lose my DACA protection," she said just before we started working on her renewal application. The client came to America from Poland in the 1990s when she was a child, a fourteen-month-old baby. "I don't really speak Polish," she said. "I understand something, but it is a foreign language to me," she added. Initial DACA protection was crucial to her success—it gave her the necessary work permit and a Social Security Number. The client was lucky – her DACA renewal date fell within the 6 month period for DACA renewals following President Trump's rescission of DACA on September 5th.



## DOMESTIC VIOLENCE

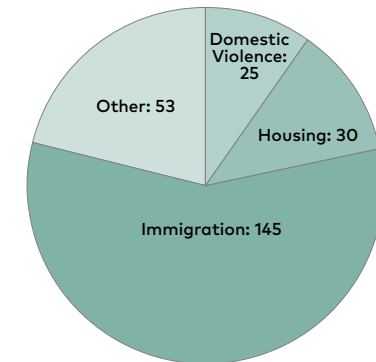
Our client has a daughter with untreated bi-polar symptoms and her perpetrator-husband is under the care of a VA psychiatrist for post-traumatic stress disorder. We helped our client get an emergency order of protection and worked with her to prepare a Plenary Order to present to the judge. The Plenary Order includes court authority for our client to obtain appropriate medical care for the daughter, addresses the husband's need to remain under psychiatric care, and prohibits his possession of guns and weapons.



## HOUSING

The family of our client received an eviction notice on a Friday afternoon for an order directed not at them, but at the family that had lived in the apartment before them. This was the first they heard of it. They were told that the sheriff would be at their apartment on Monday morning at 10:00 a.m. Our volunteer attorney was at the courthouse when it opened on Monday morning, got an emergency stay, and stopped the eviction. The family was able to pay back rent and stayed in the apartment until they found a new home.

## CASES BY PRACTICE AREA AS OF 10/4/2017



## NUMBER OF CASES AT THE CLINIC: 2015-2017

