

LEGAL

If you need low cost or free legal assistance, the following resources may be of help.

AIDS LEGAL REFERRAL PANEL (ALRP)

Language(s) Spoken: English and Spanish

Legal services for people with HIV/AIDS in the SF Bay Area. Services are provided by ALRP staff or panel attorneys. **Website:** www.alrp.org

Location: 1663 Mission Street, Suite 500, San Francisco, CA 94103

Hours: Monday – Friday, 9:00am – 5:00pm

Contact Person: Any Staff Attorney/Law Clerks

Phone: (415) 701-1100 ext.330

Fax: (415) 701-1400

Email: info@alrp.org

Population Served: All people living with HIV or AIDS who are residents of Alameda, Contra Costa, San Mateo, San Francisco, Marin, Solano, or Sonoma Counties.

Restrictions: None

Referral/ Drop In: No Referral Needed; Drop-ins Available, but Appointment Preferred

Documentation Needed Prior to Entry:

📄 **Other:** Diagnosis of HIV+/AIDS

Accessibility: Wheelchair accessible, and most people can access services via phone and e-mail.

Cost(s): All Services Free if client earns less than \$20,000 annually. Sliding Scale, depending on income and case, for clients making more.

Primary Population/ Community Served: All people living with HIV or AIDS.

Faith Based: No

Direct Services: Legal Assistance/Advocacy

Referral to Services: Various as Needed

ASIAN LAW CAUCUS, JUVENILE JUSTICE PROJECT

Language(s) Spoken: English, Cantonese, Mandarin, Vietnamese, other languages w/ advance notice

Provides legal advocacy and advice to limited English speaking families with children in the juvenile justice system. **Website:** www.asianlawcaucus.org

Location: 939 Market Street, Suite 201, San Francisco, CA 94103

Hours: Monday – Friday, 9:00am - 12:00pm; 1:00 - 5:00pm; by appointment

Contact Person: Angela Chan, Staff Attorney

Phone: (415) 848-7719 **Fax:** (415) 896-1702 **Email:** angelac@asianlawcaucus.org

Population Served: All Families facing language and cultural barriers and involved in juvenile justice system.

Restriction(s): None

Referral/ Drop In: No Referral Needed; Drop-ins Available, but Appointment Preferred

Documentation Needed Prior to Entry: None

Accessibility: Wheelchair and Other Accommodations.

Cost(s): No Fees if Low-Income

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Legal Assistance/Advocacy

Referral to Services: Various as Needed

BAR ASSOCIATION OF SAN FRANCISCO, VOLUNTEER LEGAL SERVICES PROGRAM

Language(s) Spoken: Many languages spoken by volunteers; call ahead of time to arrange.

Provides free advice and referrals on all types of cases including criminal cases. **Website:** N/A

Hours and Locations:

Monday-Friday, 9:00am-5:00pm: Main Office, 465 California Street, Suite 1100

Phone: (415) 989-1616 **Fax:**(415) 477-2388 **Email:** N/A

Population Served: All

Restriction(s): None

Referral/ Drop In: Drop-In at Clinics, on a first come first serve basis. For Homeless Advocacy Project, must be homeless or at-risk of being homeless.

Documentation Needed Prior to Entry: Call for information regarding documentation to bring, including all paperwork related to legal issue or case.

Accessibility: Call ahead of time.

Cost(s): Free

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Legal Assistance/Advocacy

Referral to Services: Various as Needed

BAY AREA LEGAL AID – LEGAL BARRIERS TO EMPLOYMENT PROJECT

Language(s) Spoken: English, Spanish, Chinese, Vietnamese, Tagalog, and others via language line.

Free civil legal services in the areas of housing, domestic violence, public benefits, and health access. **Website:** www.baylegal.org

Location: 50 Fell Street, 1st Floor, San Francisco, CA 94102

Hours: Monday-Thursday, 9:00am-3:00pm

Contact Person: Any Staff person

Phone: LBEP Line:(415) 982-6367(preferred) or 1-800-551-5554 **Fax:** (415) 982-4243 **Email:** N/A

Population Served: All low-income people who are receiving CalWORKS or PAES.

Restriction(s): None

Referral/ Drop In: No Referral Needed. Appointments Required.

Documentation Needed Prior to Entry: Generally no exclusions except those who are undocumented.

Accessibility: Wheelchair accessible, TTY Line available.

Cost(s): None

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Access to Benefits (SSI, GA, TANF, et al), Accompany to Court Dates, & Legal Assistance/Advocacy

Referral to Services: various as needed.

COOPERATIVE RESTRAINING ORDER CLINIC

Language(s) Spoken: English, Spanish, Can Provide Interpreters for Any Other Language

Cooperative Restraining Order Clinic provides information on and assistance in applying for Domestic Violence restraining orders. **Website:** N/A

Location: 3543 – 18th Street, San Francisco, CA 94110

Hours: Appointment Only

Contact Person: Tara Berta, Supervising Attorney

Phone: (415) 864-1790

Fax: (415) 241-9491

Email: tara@roclinic.org

Population Served: Women, Transgendered Women, Women w/ Children, and Pregnant Women who wants/ needs/ required to obtain or has questions about obtaining a Domestic Violence Restraining Order.

Restriction(s): None

Referral/ Drop In: No Referral Needed; Appointment Only, No Drop-ins.

Documentation Needed Prior to Entry: None

Accessibility: Wheelchair

Cost(s): None

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Legal Assistance/Advocacy

Referral to Services: Various as Needed

GOLDEN GATE UNIVERSITY SCHOOL OF LAW – WOMENS EMPLOYMENT RIGHTS CLINIC

Language(s) Spoken: English, and other languages can usually be accommodated.

The Clinic provides free or low cost legal services to people with employment related legal problems with an emphasis on problems affecting women and low-wage immigrant workers. Law students provide legal services. **Website:** www.ggu.edu/law/werc

Location: 62 First Street, Suite 240, San Francisco, CA 94105

Hours: During months of January-April and September-November only: Monday-Friday, 9:00am-5:00pm

Contact Person: Law Student Hotline

Phone: (415) 442-6647 **Fax:** (415) 896-2450 **Email:** werc@ggu.edu

Population Served: All people in need of free or low cost legal advice and services.

Restriction(s): None

Referral/ Drop In: No referral needed. Call first for an appointment which is required. No drop-ins.

Documentation Needed Prior to Entry: None.

Accessibility: Wheelchair accessible; other accommodations made as needed.

Cost(s): None

Primary Population/ Community Served: Women and Immigrants.

Faith Based: No

Direct Services: Legal Assistance/Advocacy

Referral to Services: Various as Needed

HOUSING RIGHTS COMMITTEE OF SAN FRANCISCO

Language(s) Spoken: English, Spanish, and Cantonese

We provide “self-help” tenants’ rights counseling. Clients are provided with legal information and resources and referrals. For public housing and Section 8 renters, we offer case management and advocacy. We provide referrals to attorneys as necessary. Will help with applications for Section 8 and Public Housing. **Website:** www.hrcsf.org

Location: 427 S. Van Ness Avenue, San Francisco, CA

Hours: Monday-Thursday, 1:00pm-5:00pm

Contact Person: Counselor

Phone: (415) 703-8644 **Fax:** (415) 703-8639 **Email:** info@hrcsf.org

Population Served: All renters in need of legal advice related to housing.

Restriction(s): None

Referral/ Drop In: No referral needed. Call for an appointment or drop-in during hours above.

Documentation Needed Prior to Entry: None.

Accessibility: Wheelchair accessible.

Cost(s): None

Primary Population/ Community Served: All renters of public and private housing.

Faith Based: No

Direct Services: Legal Assistance/Advocacy—Housing Applications to Public Housing & Section 8

Referral to Services: Various as Needed

LAWYERS' COMMITTEE FOR CIVIL RIGHTS

Language(s) Spoken: English, Spanish

The Lawyers' Committee for Civil Rights champions the legal rights of people of color, poor people, immigrants and refugees, with a special commitment to African-Americans. **Website:** www.lccr.com

Location: 131 Steuart Street, San Francisco, CA 94102

Hours: By Appointment

Contact Person: Clinic JV

Phone: (415) 543-9444

Fax: (415) 543-0296

Email: N/A

Population Served: All low-income people. Must follow court fee waiver – maximum income plus \$1,000.

Restriction(s): Must not have previously used these services within three months (except in case of eviction).

Referral/ Drop In: Eviction Defense Collaborative Referral Needed only for Eviction Cases; Appointment Only, No Drop-ins.

Documentation Needed Prior to Entry: None

Accessibility: Wheelchair accessible; other accommodations made as needed.

Cost(s): None

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Legal Assistance/Advocacy – Eviction, Debt Collection, Overpayment for Public Benefits

Referral to Services: Various as Needed

NATIONAL EMPLOYMENT LAW PROJECT (NELP)

Language(s) Spoken: English and Spanish

NELP's Second Chance Labor Project works with advocates, policy makers, and people with criminal records to ensure a more fair and effective system of employment screening for criminal records. The Project seeks to protect public safety and security while promoting the rehabilitative value of work and the basic employment rights of all workers, including those with criminal records. As part of these efforts, NELP has launched the Title VII Enforcement Initiative, to enforce claims of employment discrimination faced by African American and Latino/a employees with history of arrests and/or convictions. **Website:** www.nelp.org

Location: Call first for an appointment.

Hours: Call first during business hours for an appointment.

Contact Person: Jessie Warner, Staff Attorney

Phone: (510) 409-2427 **Fax:** (510) 663-2028 **Email:** jwarner@nelp.org

Population Served: All individuals with open arrests that have not yet reached disposition. Title VII law primarily protects African Americans and Latino/as.

Restriction(s): None.

Referral/ Drop In: No referral needed. Call for an appointment. No drop-ins.

Documentation Needed Prior to Entry: None.

Accessibility: Wheelchair accessible; other accommodations made as needed.

Cost(s): None

Primary Population/ Community Served: African American and Latino/a.

Faith Based: No

Direct Services: Legal Assistance/Advocacy

Referral to Services: Various as Needed

SF OFFICE OF CITIZEN COMPLAINTS (OCC)

Language(s) Spoken: English, Spanish, Russian, Cantonese, Taisan, Mandarin, Burmese, French, Tagalog

The Office of Citizen Complaints was created by a voter initiated amendment to the San Francisco City Charter (Section 3.530.2) and placed under the direct supervision of the Police Commission in 1983. Its purpose is to investigate complaints against San Francisco police officers. It is staffed by civilians who have never been police officers in San Francisco. **Website:** www.sfgov.org/occ

Location: 25 Van Ness Avenue, San Francisco, CA 94102

Hours: Monday – Friday, 8:00am – 5:00pm

Contact Person: Any Intake Investigator

Phone: (415) 241-7711

Fax: (415) 597-7733

Email: N/A

Population Served: All

Restriction(s): None

Referral/ Drop In: No Referral Needed; Drop-ins Available

Documentation Needed Prior to Entry: None

Accessibility: Wheelchair, Braille, Signage, TTY Machine

Cost(s): None

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Legal Assistance/Advocacy—Receive and investigate complaints of SF Police misconduct

Referral to Services: Various as Needed

SF OFFICE OF THE PUBLIC DEFENDER – CLEAN SLATE PROGRAM

Language(s) Spoken: English, Cantonese and Other Languages will be accommodated.

The Clean Slate Program provides legal representation to assist individuals with clearing their criminal records so that they are not an obstacle to obtaining employment, government assistance, housing, professional licenses, certifications, legal immigration status, and other opportunities. Specifically, Clean Slate will assist in providing expungement of convictions, seal and destroy arrest record, obtain a Certificate of Rehabilitation, End Probation early, and Reduce a Felony to a Misdemeanor. **Website:** <http://sfpublicdefender.org>

Hours and Locations:

Every Monday, 3:00pm-5:00pm: Arriba Juntos, 1850 Mission Street

Every Tuesday, 9:00am-11:00am: Main Office, 555 Seventh Street

1st Wednesdays, 3:00pm – 5:00pm: Up From Darkness, 1075 Fillmore Street

4th Wednesdays, 3:00 pm– 5:00pm: Village Community Center, 1099 Sunnysdale Avenue

1st and 3rd Thursdays, 9:00am-11:00am: Southeast Community Center, 1800 Oakdale Avenue

Contact Person: Belle La, Paralegal & Debra Hoffmann, Attorney

Phone: (415) 553-9329

Fax: (415) 553-9646

Email: belle.la@sfgov.org

Population Served: All people with a criminal arrest and/or conviction, or juvenile matter, from the County of San Francisco. Do not need to be a former client of the Public Defender.

Restriction(s): None.

Referral/ Drop In: No Referral Needed; Drop-ins available during hours listed above.

Documentation Needed Prior to Entry: Must obtain copy of RAP Sheet from Identification Bureau, Hall of Justice, 850 Bryant Street, Room 475, San Francisco, CA 94103.

Accessibility: Wheelchair accessible; Others accommodated.

Cost(s): None.

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Accompany to Court Dates, Legal Assistance/Advocacy

Referral to Services: Access to Benefits (SSI, GA, TANF, et al), Anger Management, Childcare, Child Services, Clothing/Food/Meals/Showers, Co-Occurring Disorder/Dual Diagnosis, Counseling, Dentalcare, Counseling, Employment Placement, Employment Retention, Employment Training, Family Reunification, Financial Assistance, GED Preparation, Healthcare, Help/Vouchers to Get State ID, et al, Higher Education, Legal Assistance/Advocacy, Life Skills, Literacy/Basic Education, Mental Health Treatment, Mentoring, Representative Payee, Parenting Support, Phone/Voicemail, P.O. Box/Mail, Representative Payee, Residential/Housing, Transit Vouchers, Trauma Recovery, Victim Services

SF SHERIFF'S DEPARTMENT – PRISONER LEGAL SERVICES

Language(s) Spoken: English and other languages can usually be accommodated if warranted.

Prisoner Legal Services is a division of the San Francisco Sheriff's Department which operates all County Jails for adults. Prisoner Legal Services responds to requests for voter education materials, complaints of mistreatment, and other legal concerns of inmates of any of the San Francisco County Jails. **Website:** www.sfsheriff.com

Location: Inside all SF County Jail pods and cells. Offices located at 555 7th Street, 2nd Floor, San Francisco, CA 94103

Hours: Anytime.

Contact Person: Give any Deputy a Prisoner Legal Services (PLS) Request Form

Phone: for emergencies only call (415) 558-2472 to leave a message **Fax:** (415) 558-2490

Email: N/A

Population Served: All inmates of San Francisco County Jails.

Restriction(s): None

Referral/ Drop In: Submit a PLS Request.

Documentation Needed Prior to Entry: None.

Accessibility: Wheelchair accessible; other accommodations made as needed.

Cost(s): None

Primary Population/ Community Served: All

Faith Based: No

Direct Services: Legal Assistance/Advocacy—matters related to inmates of SF County Jails

Referral to Services: Various as Needed

SWORDS TO PLOWSHARES – LEGAL DEPARTMENT

Language(s) Spoken: English

War causes wounds and suffering that last beyond the battlefield. Our mission is to heal the wounds, to restore dignity, hope and self-sufficiency to all veterans in need, and to significantly reduce homelessness and poverty among veterans. Many veterans never receive the benefits for which they are eligible. The Legal Department of Swords to Plowshares helps veterans to cut through the extremely arduous VA benefits application process by providing free attorney representation, case management, and advocacy to indigent veterans by seeking benefits. Our attorneys win more than 90% of the cases that come to conclusion. **Website:** www.swords-to-plowshares.org

Location: 1060 Howard Street, San Francisco, CA 94103

Hours: Tuesdays-Thursdays, 9:00am-11:45am

Contact Person: Vanessa Quiban, Paralegal

Phone: (415) 252-4788 **Fax:** (415) 252-4790 **Email:** vquiban@stp-sf.org

Population Served: All veterans of the US Military, including some veterans with a less-than-honorable discharge, depending on various factors. Must be homeless. Or, must be a veteran of the wars in Iraq or Afghanistan.

Restriction(s): None

Referral/ Drop In: No referral needed. Drop-ins during hours above. No appointment necessary.

Documentation Needed Prior to Entry:

TB Clearance **Other:** Proof of homelessness and veteran status (form DD214)

Program will assist clients in obtaining required documentation.

Accessibility: Wheelchair accessible; other accommodations made as needed, including large print documents and reading aloud to those with vision impairments.

Cost(s): None

Primary Population/ Community Served: All Veterans of the US Military.

Faith Based: No

Direct Services: Legal Assistance/Advocacy—access to benefits for veterans of the US Military

Referral to Services: Various as Needed

