



GUIDELINES REGARDING THIRD-PARTY REQUESTS FOR ATJ BOARD SUPPORT

Policy Statement: The ATJ Board periodically receives requests from third parties to sponsor (or co-sponsor), support, or endorse events, initiatives, legislative or policy issues (including substantive and fiscal matters), and court rules (“Support”).

Recognizing that access to the civil justice system is a fundamental right, the Access to Justice Board works to achieve equal access for those facing economic and other significant barriers (the “Mission”). The mission is reflected in the following foundational documents (the “Mission Documents”):

- Supreme Court Order Reauthorizing the ATJ Board
- Hallmarks of an Effective Statewide Civil Legal Services System
- ATJ Board’s Statement of Principles and Goals
- Plan for the Delivery of Civil Legal Aid to Low Income People in Washington State (the “State Plan”)
- ATJ Board’s Operational Rules

The ATJ Board may provide Support consistent with the Mission as expressed in the Mission Documents.

Principles: In evaluating third-party requests for Support, the ATJ Board and its committees will be guided by the following principles:

- (1) Is the request consistent with the ATJ Board’s Mission as expressed in the Mission Documents?
- (2) Does the ATJ Board have sufficient time, expertise, knowledge, and information to make an informed and credible response to the request?
- (3) Has the ATJ Board appropriately received and considered input from, and the impact on, other relevant stakeholders regarding the request for Support?
- (4) Will the ATJ Board be able to provide ongoing Support, if requested and necessary?
- (5) How important is the ATJ Board’s Support to the third-party’s request and/or advancing the ATJ Board’s Mission?



- (6) In light of the foregoing factors and the ATJ Board's time and resources, what type and level of ATJ Support (including communication of that Support) is appropriate?
- (7) Is ATJ Board Support precluded by the Memorandum of Understanding between WSBA and the ATJ Board?

Procedure:

A party requesting ATJ Board Support will be asked to complete a checklist in support of its request. In the normal course, the Executive Committee will consider the request and make a recommendation to the ATJ Board; provided, however, that, consistent with the Operational Rules, the Executive Committee may “[a]ct on behalf of the Board on . . . urgent matters, or otherwise as delegated by the Board” (IV.C.2.). The Executive Committee may ask the party submitting the request to provide additional information that will assist the Executive Committee in making its recommendation to the ATJ Board. The Executive Committee may also defer recommending any action on the request until other relevant parties have considered it.

The ATJ Board may define the level of Support it determines to provide, if any, and such decision will be communicated to the requesting party following such decision.

