

**For prospective Participating Organizations as they plan their mentoring programs for approval by the Executive Director.**



## Colorado Mentoring Program

**Objectives:** The objectives of the Mentoring Program can be viewed broadly as promoting pride in the profession; excellence in service; and strong relationships with the bar, courts, clients, and the public, through teaching the core values and ideals of the legal profession and the best practices for meeting those ideals.

**Qualifications:** To qualify as a mentee in the Program, you are not required to be a member of a Bar association, but you must be in your first three years of practice following admission to practice law in Colorado or within your first year of practice in Colorado if you have been in practice three or more years in another jurisdiction. Mentees can petition for inclusion in the program if they do not fit into either of these two categories.

**Curriculum:** The 12-month Mentoring Plan curriculum is developed by the mentee and mentor, but must cover certain subject areas, including an initial planning meeting between the mentee and mentor; personal and professional development; the Colorado Bar and legal community; history and importance of the legal profession; and professionalism and civility. The typical Mentoring Plan involves monthly in-person meetings between the mentee and mentor, which last 1-2 hours. The Mentoring Plan can be developed by the mentee and mentor to best suit their schedules and needs.

**Benefits:** The Mentoring Program has been endorsed by the Chief Justice Commission on the Legal Profession and the Colorado Bar Association. **Each mentee and mentor will receive 15 free CLE credits, including 2 ethics credits (at NO CHARGE) upon successful completion of the Program.** While the Program has components that include group activities, an emphasis is placed on the one-on-one professional relationship between the experienced lawyer and the new lawyer because this is one of the best ways to pass on the values, ideals, and best practices of the profession.

The results of the Colorado Bar Association Pilot Mentoring Program will be used in determining whether to formulate a statewide mentor program.

For additional information on the program please go to [www.cobar.org](http://www.cobar.org) or e-mail Melissa Nicoletti at [melissan@cobar.org](mailto:melissan@cobar.org)

**Commission on the Legal Profession**  
**Colorado Mentoring Program**  
**PILOT**  
**As approved on September 22, 2010**

I. Preamble: It is recognized that, to implement and sustain a successful and valuable mentoring program, there must be a unified effort among the bench and bar to promote and be involved in the program. The continued success of this program depends upon the participation of members of the profession to advance the shared goals set forth in the Objectives.

II. Objectives

- a. The objectives of the Program can be viewed broadly as promoting pride in the profession; excellence in service; and strong relationships with the bar, clients, and the public, through teaching (1) the core values and ideals of the legal profession and (2) the best practices for meeting those ideals. More specifically, the objectives are:
  - i. Promote excellence in the practice of law.
  - ii. Promote professionalism and collegiality among members of the bar through exercise of ethical and civil behavior.
  - iii. Inclusion and involvement of attorneys in the Colorado legal community, including teaching the value of networking and developing mentor relationships.
  - iv. Promote high standards for client representation through early instruction regarding competency and the exercise of sound and reasoned judgment.
  - v. Promote high standards for client representation through early instruction about best practices, including law office management and legal customs learned from practical experience.
  - vi. Promote public service as an indispensable component of professionalism, and instill pride in the profession and the role lawyers have played and continue to play in shaping and preserving our nation's values.
  - vii. Raise the consciousness and sensitivity of the members of the bar to the importance and the role of effective mentoring in promoting the above values and best practices.
- b. While the Program has components that include group activities, an emphasis is placed on the one-on-one professional relationship between the trained lawyer and the new lawyer because this is one of the best ways to pass on the values, ideals, and best practices of the profession.
- c. This program is structured intentionally to be decentralized, so that individual groups and organizations, with designated facilitators, can carry out the program on a local level in a manner that fits the needs of the attorneys they serve. Furthermore, it is hoped that by encouraging the development of "grassroots" efforts to conduct mentoring programs, new attorneys will achieve more successful integration with their organization, local bar, or region. Accordingly, although provision is made for mentor pairs to participate in the program independent of an organization, this should be the exception rather than the rule.

III. Definitions:

- a. New Lawyer: Lawyer recently licensed to practice law in Colorado, as further defined in Part IV.

- b. Mentor: Experienced lawyer appointed to serve as a mentor, as further defined in Part V.
- c. Colorado Mentoring Program: This set of guidelines governing the development and implementation of Mentoring Programs, through which participants may obtain CLE credit.
- d. Participating Organization: Entity who has developed an approved Mentoring Program, as described in Part X.
- e. Mentoring Program: The program developed by the Participating Organization to implement the Colorado Mentoring Program, as described in Part X.
- f. Mentoring Plan: The individual plan which the New Lawyer-Mentor pair will complete in accordance with a Participating Organization's Mentoring Program, as described in Part X.
- g. Facilitator: A volunteer within the Participating Organization who will serve as the liaison between the Participating Organization and the Executive Director, as described in Part X.f.ii.
- h. Executive Director: Employee of the Supreme Court who will conduct the administrative tasks of the Colorado Mentoring Program, as described in Part XIII.
- i. Commission Standing Committee: Committee of the Commission on the Legal Profession which will provide oversight to the Colorado Mentoring Program, as described in Part XIV.

#### IV. New Lawyers

- a. Who may participate
  - i. Licensed, active Colorado lawyers within their first three years following admission to practice law in Colorado, who are either practicing or intending to practice law in Colorado, although the program must be completed prior to the end of the attorney's third year of practice.
  - ii. If a lawyer serves as a judicial law clerk immediately following licensure, the lawyer may participate in a Mentoring Program within two years of completing the clerkship(s). A lawyer serving as a judicial law clerk is not precluded from participating in a Mentoring Program while a judicial law clerk, although due to ethical restrictions, the law clerk's Mentor must be a judge on the same court as the law clerk's judge.
  - iii. Lawyers admitted on motion to the Colorado Bar who have been in practice three or more years in another jurisdiction may elect to participate in a modified Mentoring Program in the attorney's first year of practice in Colorado.
  - iv. Lawyers not otherwise within the parameters above may petition the Executive Director for permission to participate in the program.
- b. Registration
  - i. To enroll, a New Lawyer must submit a registration form to the organization through which the New Lawyer wishes complete the Program. The New Lawyer must refer to the individual organization's deadlines and guidelines to ensure that the individual program's requirements are met.

#### V. Mentors - Experienced Colorado lawyers

- a. Qualifications

- i. Colorado attorney or judge, with an active license, in good standing, and engaged in the practice of law; or retired Colorado attorney or judge, who retired from the practice in good standing.
- ii. Admitted to practice law in Colorado for not less than five years.
- iii. No suspensions or disbarments from the practice of law from any jurisdiction, nor surrender of license to practice law for purpose of disposing of pending disciplinary proceeding in any jurisdiction.
- iv. No sanction by a governing authority in the five years preceding application as a Mentor.
- v. No formal disciplinary complaint pending before Attorney Regulation pursuant to C.R.C.P. 251.12, or current participation in a diversion program pursuant to C.R.C.P. 251.13. An attorney is not disqualified from serving as a Mentor if an investigation was conducted or if there was previous successful completion of participation in a diversion program, and no formal complaint was filed.

## VI. Credit for Participation

- a. Mentors and New Lawyers who satisfactorily complete the one-year Program will receive 15 CLE credits, 2 of which will count toward the ethics requirement of C.R.C.P. 260.2.
- b. Mentors and New Lawyers (on-motion attorneys) who participate in the six-month Program will receive 7 CLE credits, 1 of which will count toward ethics requirement of C.R.C.P. 260.2.
- c. The New Lawyer or Mentor who fails to complete the program will not receive the CLE credit otherwise awarded.
- d. New Lawyers may participate only once in the Program.
- e. Mentors may participate in this Program—one mentor relationship at a time—as often as they wish, but may receive the available credit only once per compliance period.
- f. The award of CLE credits will apply to the compliance period in which the Program is completed.
- g. Mentors and New Lawyers who participate together in pro bono representation during or as a part of this program may not also receive CLE credit under C.R.C.P. 260.8.

## VII. Mentor Appointment

- a. To serve as a Mentor, an attorney must complete a Mentor Application and submit it to the Executive Director, who screens the attorney for the qualifications set forth in these rules, and forwards the attorney's name to the Colorado Supreme Court for appointment consideration.
- b. The Colorado Supreme Court will review the names forwarded by the Executive Director, and, if the qualifications are met, will appoint the Mentor for a five-year term, to begin on the date of appointment.
- c. Appointment as a Mentor is valid for five years. After five years, the attorney must resubmit an updated Mentor Application to participate again in the program.
- d. The appointed Mentor has a duty to notify the Executive Director of any change which affects the attorney's qualifications to serve as a Mentor as set forth in paragraph III.a. Upon review of the changed circumstances, if the Executive Director believes that the appointment should be terminated, the Executive Director shall recommend to the

Colorado Supreme Court that it terminate the appointment. After reviewing the Executive Director's recommendation, the Supreme Court may terminate the appointment.

VIII. Matching of Mentors and New Lawyers

- a. A New Lawyer who has independently identified a willing Mentor already appointed by the Supreme Court simply need identify the Mentor selection on the registration form.
- b. A New Lawyer who has independently identified a willing mentor not already appointed by the Supreme Court must identify the mentor and attach the mentor's pending Mentor Application to the registration form.
- c. A New Lawyer who has not identified a willing mentor may request assistance in finding a suitable mentor match from the organization through which he or she wishes to participate in the Program. It is within the organization's discretion how best to facilitate the matching.

IX. Express limitations to the mentoring relationship where the attorneys are not within the same firm or office

- a. The mentoring relationship is a professional relationship, and must be limited to the extent that client confidences are not shared when inappropriate to do so.
- b. The mentoring relationship is not intended to constitute the provision of legal or professional advice to the New Lawyer or his or her clients.
- c. The mentoring relationship does not create a confidential relationship between the mentor and New Lawyer.
- d. The Mentor does not assume liability or responsibility regarding any legal matter of the New Lawyer's clients.

X. Administration and implementation of Mentoring Program and Mentoring Plan through Participating Organizations

- a. Participating Organizations are the vital component to implementing this Colorado Mentoring Program. It is through these ground level organizations that a Mentor and New Lawyer will obtain the greatest value from the program because their needs and interests can be tailored in a way not possible through a centralized program operated exclusively by the Supreme Court. The ground level organization knows its community, and is in the best position to successfully carry out the tasks associated with a Mentoring Program, e.g. matching mentors with new lawyers, promotion of the program, developing useful programming, and resolving problems.
- b. Organizations which may administer a preapproved Mentoring Program:
  - i. Law firms
  - ii. Law schools (e.g., for alumni)
  - iii. Bar groups and other lawyer organizations (to include Inns of Court)
  - iv. Federal, state, county, and local government agencies
  - v. Federal and state courts in Colorado
- c. To administer a Mentoring Program through which Mentors and New Lawyers may obtain CLE credit, an organization must develop and submit its Mentoring Program plan for preapproval by the Executive Director. The organization need not utilize the template that

has been provided with these guidelines so long as the organization's program plan meets the minimum requirements set forth below.

- d. Following preapproval, a Participating Organization's Mentoring Program shall remain qualified under this Colorado Mentoring Program for 5 years. To remain qualified without interruption, the Participating Organization must resubmit its Mentoring Program plan and be reapproved prior to the completion of the fifth year. The Participating Organization must report to the Executive Director any substantial, material changes affecting the Organization's ability to implement its Mentoring Program, at which time the Executive Director will consider whether the Organization should no longer be a Participating Organization.
- e. The Participating Organization need not limit its program to members or lawyers otherwise affiliated with the organization. The Participating Organization should not charge a specific fee for participation in the program.
- f. Minimum Requirements for preapproval of an organization's Mentoring Program
  - i. Conduct the program at least once per year.
  - ii. Designate a volunteer Facilitator to serve as the liaison between the organization and the Executive Director, to communicate with and submit all documentation to the Executive Director as necessary. Provide the Executive Director, and update when necessary, current contact information for the Facilitator.
    1. It is suggested, but not required, that the Facilitator serve as the primary person to implement the organization's program. The organization may find that a committee run by the Facilitator is necessary to implement the Program.
  - iii. The organization's Mentoring Program must include provisions to:
    1. Collect New Lawyer registrations.
    2. Facilitate matching of appointed Mentors with New Lawyers.
    3. Ensure that prospective mentors not previously appointed timely submit applications to the Executive Director.
    4. Organize orientation for Mentors and New Lawyers, and other organized activities the organization may wish to implement as a part of its Mentoring Program. A group orientation is preferred where possible.
    5. Collect documentation where required.
    6. Where extenuating circumstances prevent either lawyer from completing the program, or if the mentoring relationship is not working, carry out the procedures for reassignment of Mentors and New Lawyers which are set forth in the organization's preapproved Program. In the event that a mentoring pair does not complete the mentoring term and the New Lawyer cannot be matched with a new Mentor to complete the term, the Facilitator may, in appropriate circumstances, sign off on a Certificate of Partial Completion and recommend to the Executive Director that the Mentor or New Lawyer be approved for the appropriate number of CLE credits.
    7. Maintain a record of participants and program completion dates for three years.
  - iv. Content:

1. Orientation: The orientation must take place within the first month of the mentoring term.
2. Mentoring Plan: The organization must develop a Mentoring Plan Template from which each mentor pair can construct a customized Mentoring Plan which provides the topics for the required in-person meetings. A sample template is provided with these rules as a guide, not as the required template, although an organization may choose simply to adopt the sample. The Mentoring Plan curricula must cover each of the following listed core subject areas:
  - a. 12-month program
    - i. Initial Planning Meeting
    - ii. Personal and Professional Development
    - iii. The Colorado Bar and Legal Community (may include group activity)
    - iv. History and Importance of the Legal Profession (may include group activity)
    - v. Colorado Rules of Professional Conduct, Professionalism, and Civility
    - vi. Litigation and Transaction Experiences (Colorado courts and procedures)
    - vii. Law Office Management and In-Office Procedures
    - viii. Working With Clients
    - ix. Public Service (may include group activity)
  - b. 6-month program (for on-motion attorneys):
    - i. Initial Planning Meeting
    - ii. The Colorado Bar and Legal Community (may include group activity)
    - iii. Colorado Rules of Professional Conduct, Professionalism, and Civility
    - iv. Litigation and Transaction Experiences (Colorado courts and procedures)
    - v. Public Service (may include group activity)
- v. Mentor and New Lawyer responsibilities
  1. Attendance at Orientation
  2. Timely submission of signed Mentoring Agreement. It is the New Lawyer's responsibility to submit the Mentoring Agreement.
  3. Timely completion of signed Mentoring Plan. It is the New Lawyer's responsibility to submit the Mentoring Plan.
  4. Completion of the Mentoring Plan during the mentoring term.

- a. 12-month term: The mentoring pair must meet in person a minimum of 8 times, with a minimum of 20 hours of in-person contact.
- b. 6-month term: The mentoring pair must meet in person a minimum of 4 times, with a minimum of 10 hours of in-person contact.

vi. Proposed term of the program

- 1. Program requirements must be completed in one year, but it is encouraged that the relationship continue informally after the term has ended.
- 2. Sample/suggested timeline:

<b>Deadline</b> <b>T = January 1, first day of the mentoring Term, subtract or add accordingly</b>	<b>Example date</b> <b>September 13</b>	<b>Action required</b> <b>Kickoff at Speed Raceway – 4-7 pm all material for mentors and mentees available for distribution</b>
T – 1.5 months	October 15	Deadline for New Lawyer to register with the participating organization
T – 1 month	October 30	Deadline for mentor to submit Mentor Application to the Executive Director if mentor not already appointed
T – .5 months	November 15	Deadline for Supreme Court to appoint Mentor
T – 1 month	December 15	Reception for mentors / mentees and Deadline for New Lawyer to submit the Mentoring Plan and Mentoring Agreement to organization
<b>T</b>	<b>January 1</b>	<b>Mentoring term begins</b>
T + 6 months (end of 6th month)	June 30	Deadline for New Lawyer to submit an interim report to organization regarding progress of program completion (the organization may choose not to include this step)
T +12 months (end of 12th month) or T + 6 months (end of 6th month, for 6-month program)	December 31  June 30	Deadline for New Lawyer and Mentor to submit Certificates of Completion and CLE Affidavit to the Executive Director
T + 13 months (end of 13th month) or T + 7 months (end of 7th	January 31  July 31	Deadline for Executive Director (1) to notify New Lawyer and Mentor of approval and (2) to transmit CLE Affidavits and Certificates of Completion to Board of CLE

month, for 6-month program)		
-----------------------------	--	--

XI. Administration and implementation of the Colorado Mentoring Program other than through a local Participating Organization

- a. There may be instances in which a New Lawyer wishes to but is unable to participate in a Mentoring Program through a local Participating Organization, whether because the lawyer is not a member of the organization, or the local organization does not have an approved program.
- b. In the event that there is no local Participating Organization available to the New Lawyer, the CBA may serve as the New Lawyer's Participating Organization and facilitate the New Lawyer's completion of its Mentoring Program.
- c. If the New Lawyer is not a member of the CBA, the New Lawyer may directly register with the Executive Director to participate independently in the Colorado Mentoring Program. In this instance, there is a fee to the New Lawyer of \$100.

XII. Role of the Colorado Bar Association

- a. The CBA may serve as a Participating Organization, particularly for individuals who may not have a local participating organization, e.g. New Lawyers in rural Colorado.
- b. It is envisioned that the Colorado Bar Association could assist with
  - i. Development of a Program Guide for organizations, a Template Mentoring Plan for organizations, and worksheets for Mentors and New Lawyers that correlate to the mentoring activities.
  - ii. Training of Mentors.

XIII. Role of the Executive Director

- a. Promote the Colorado Mentoring Program and encourage organizations to develop approved mentoring programs for the benefit of their members and the bar.
- b. Prepare and have approved by the Commission all requisite forms and agreements for administration of this program.
- c. Receive, review, and approve where appropriate organizations' submissions of mentoring programs for preapproval.
- d. Review and decide on petitions to participate from New Lawyers not otherwise eligible to participate in the Program.
- e. Receive, screen, and recommend mentor applicants to the Supreme Court for appointment.
- f. Receive Mentoring Plans and Mentoring Agreements.
- g. Receive, review, approve where appropriate, and transmit to the Board of CLE the Certificates of Completion (and Partial Completion) and CLE Affidavits.
- h. Maintain all records for the program for each New Lawyer participant and for each Mentor.
- i. Assist the Commission with monitoring and measurement of the effectiveness of the Program.
- j. Conduct all other tasks necessary to facilitate administration of the Program.

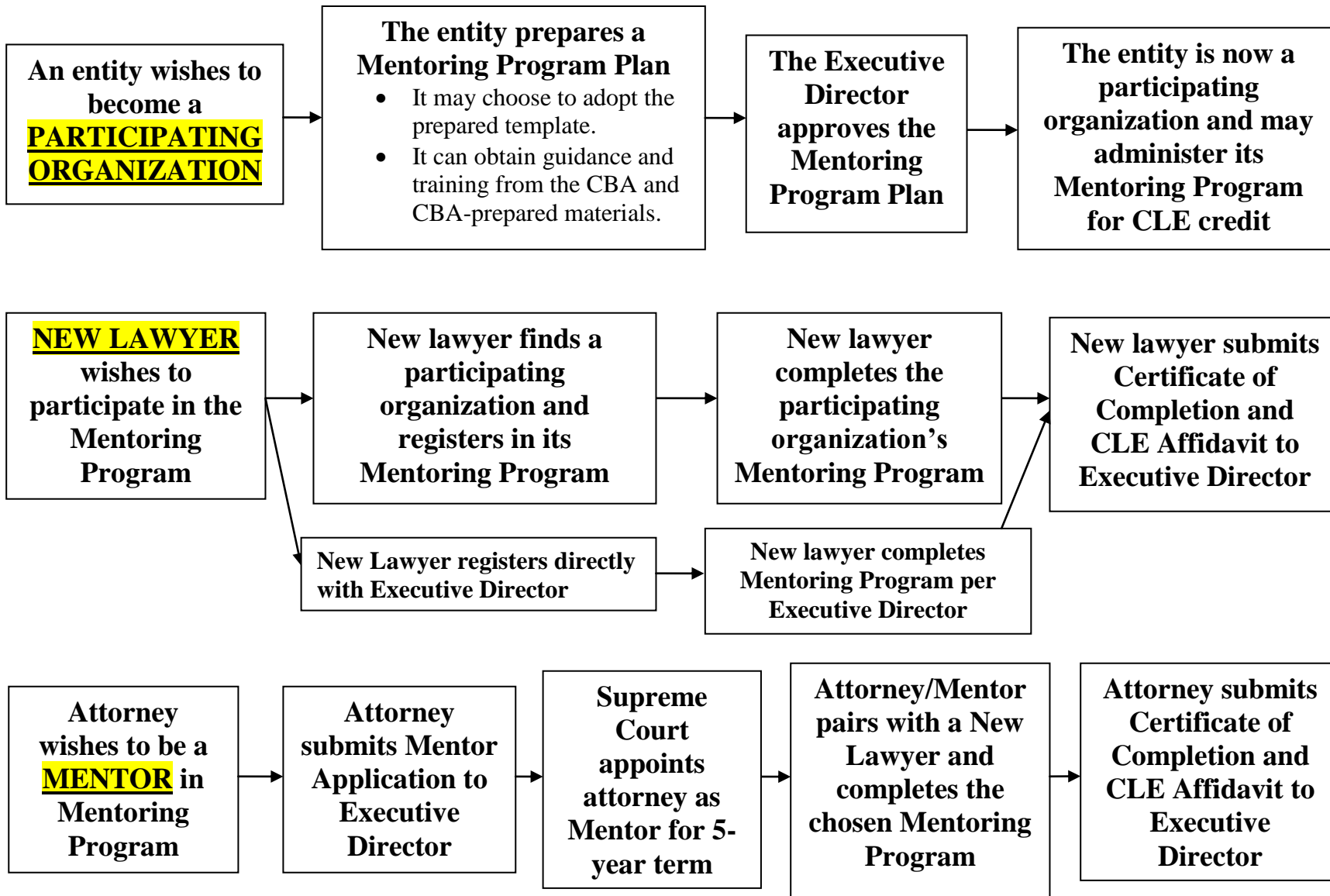
XIV. Role of the Commission on the Legal Profession

- a. Continue to monitor and evaluate the effectiveness of the Program.
- b. Retain the authority to modify the minimum requirements and the administrative process of the Mentor Program.
- c. Establish a Standing Committee to promote, monitor, and evaluate the Colorado Mentoring Program, and to report to the Commission regarding the Program. .

XV. Role of the Board of Continuing Legal Education

- a. Accept CLE Affidavits accompanied by Certificates of Completion approved by the Executive Director.

# Process to preparing and participating in the Mentoring Program



# FORMS

(Templates)

## Colorado Mentoring Program

### New Lawyer/Mentee Registration Form

Welcome to the Colorado legal community! You are joining an honorable profession, and this one-year-long Mentoring Program, coordinated by Colorado Defense Lawyers Association will help you on your way to a successful and fulfilling career as an attorney. Through this program, you will develop a professional mentoring relationship with an experienced Colorado attorney dedicated to mentoring you on the practical aspects of practicing law. If you successfully participate in the Mentoring Program, you are eligible for 15 Continuing Legal Education credits (New Lawyers may participate only once).

The Colorado Mentoring Program is part of a pilot project approved in 2011 by the Chief Justice's Commission on the Legal Profession and the Colorado Bar Association to determine whether a statewide, voluntary mentor program should be recommended.

The objectives of the Program can be viewed broadly as promoting pride in the profession; excellence in service; and strong relationships with the bar, clients, and the public, through teaching the core values and ideals of the legal profession and the best practices for meeting those ideals. Please talk with the Facilitator of Bo Donegan for more details about the program.

**Please submit this form to** Colorado Defense Lawyers Association, c/o Bo Donegan 5761 South Elm St., Greenwood Village Co 80121

#### **SECTION I**

Name \_\_\_\_\_

Current Employment \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-mail \_\_\_\_\_

This is my address at \_\_\_ home \_\_\_ work. Please contact me there.

My years in practice: \_\_\_\_\_

\_\_\_ I have already identified a Mentor willing to mentor me.

Mentor name and contact info: \_\_\_\_\_

(include email) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_ My mentor is already an appointed mentor.

\_\_\_ My mentor is currently applying for appointment as a mentor. I have attached a copy of the Mentor's application to this registration form.

\_\_\_ I am seeking a Mentor.

**SECTION II**

**If you already have a Mentor, you may skip this section. Otherwise, please complete this form to allow for the best possible match.**

**A. You**

Law school \_\_\_\_\_ Year of Graduation \_\_\_\_\_

Undergrad \_\_\_\_\_ Year of Graduation \_\_\_\_\_

Area(s) of practice \_\_\_\_\_

What are you looking for in your legal career? \_\_\_\_\_

\_\_\_\_\_

Hobbies \_\_\_\_\_

\_\_\_\_\_

Civic Activities \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What do you want to get out of this program? (This information will be shared as we match you with a mentor.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you interested in undertaking a pro bono case with your mentor? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you have malpractice insurance? \_\_\_\_\_ Yes \_\_\_\_\_ No

**B. Your Mentor**

Ideal location of Mentor \_\_\_\_\_

Select and rate the 3 most important characteristics (“1” being the most important) for your mentor, and circle/fill in your preferred sub-category:

\_\_\_\_\_ Type of Practice: Of Counsel Solo In-house Law Firm Government Retired

\_\_\_\_\_ No. of years in practice: < 5 years 6-10 years 11-15 Years 16-20 years > 20 years

\_\_\_\_\_ Size of Practice: 2-9 lawyers 10-39 lawyers 40+ lawyers

\_\_\_\_\_ Location: \_\_\_\_\_

\_\_\_\_\_ Skills: Tech/Computer Regulatory board appearances Litigation Research  
Administrative Federal Court Practice Appeals Practice Management Other:  
\_\_\_\_\_

\_\_\_\_\_ Area(s) of Practice (fill in the corresponding section below)

\_\_\_\_\_ Gender: M / F

\_\_\_\_\_ Age: preferred age range: \_\_\_\_\_

\_\_\_\_\_ Racial/Ethnic background: \_\_\_\_\_

Other: \_\_\_\_\_

I prefer a mentor that practices in the following area(s) of law:  
(Select and rate—"1" being the strongest preference—up to 3 areas of law)

<input type="checkbox"/> admin/governmental	<input type="checkbox"/> environmental	<input type="checkbox"/> intellectual property	<input type="checkbox"/> taxation
<input type="checkbox"/> personal injury/property	<input type="checkbox"/> family/domestic	<input type="checkbox"/> tort and insurance	<input type="checkbox"/> traffic
<input type="checkbox"/> arbitration/mediation	<input type="checkbox"/> general practice	<input type="checkbox"/> trial work	<input type="checkbox"/> health
<input type="checkbox"/> probate/trust/estate	<input type="checkbox"/> bankruptcy	<input type="checkbox"/> workers' comp	<input type="checkbox"/> elder
<input type="checkbox"/> business/commercial	<input type="checkbox"/> immigration	<input type="checkbox"/> criminal	<input type="checkbox"/> antitrust
<input type="checkbox"/> sports/entertainment	<input type="checkbox"/> social security	<input type="checkbox"/> international practice	<input type="checkbox"/> juvenile
<input type="checkbox"/> employment/labor	<input type="checkbox"/> real estate/landlord/tenant		

Other: \_\_\_\_\_

### **SECTION III**

**Please read carefully the following requirements to be a Mentee and the limitations of the Program:**

1. The following may participate as mentees:
  - a. Licensed, active Colorado lawyers within their first three years following admission to practice law in Colorado, who are either practicing or intending to practice law in Colorado, although the program must be completed prior to the end of the attorney's third year of practice.
  - b. If a lawyer serves as a judicial law clerk immediately following licensure, the lawyer may participate in a Mentoring Program within two years of completing the clerkship(s). A lawyer serving as a judicial law clerk is not precluded from participating in a Mentoring Program while a judicial law clerk, although due to ethical restrictions, the law clerk's Mentor must be a judge on the same court as the law clerk's judge.
  - c. Lawyers admitted on motion to the Colorado Bar who have been in practice three or more years in another jurisdiction may elect to participate in a modified Mentoring Program in the attorney's first year of practice in Colorado.
  - d. Lawyers practicing in the area of civil litigation for the first time, regardless of other prior experience.
  - e. Lawyers not otherwise within the parameters above may petition the Executive Director for permission to participate in the program.
2. A New Lawyer/Mentee may participate in the Colorado Mentoring only once.
3. The Mentor Program is a professional relationship. It does not contemplate and is not intended to create a formal association or attorney-client relationship between the Mentee and the Mentor. Similarly, for Mentors and Mentees not of the same law firm or office, the Mentor Program does not create an attorney-client relationship between the Mentor and the Mentee's clients; Mentees must ultimately exercise their own independent professional judgment on behalf of their clients.
4. To obtain 15 CLE credits (including 2 ethics credits), Mentors and Mentees must successfully complete this program, which requires a commitment of approximately 16 to 20 hours per year (1 ½ hours per month). (There is also a 6-month mentoring program available for mentoring lawyers new to Colorado but in practice three or more years. Participation in this program earns 7 CLE credits, including 1 ethics credit).
5. You participate in the Mentoring Program through a Participating Organization (e.g. a bar association or other group that has been approved as a Participating Organization). Your

Participating Organization will assist you with matching to a mentor and with completing the requisite activities, including through the use of a Mentoring Plan prepared by the Participating Organization.

\_\_\_\_\_ (please initial) I certify that I have read the foregoing requirements and limitations; I agree to and understand their terms, and I qualify to be a Mentee.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For more information about the program, contact your Facilitator:

Colorado Defense Lawyers Association

\_\_\_\_\_  
Bo Donegan

\_\_\_\_\_  
5761 South Elm St

\_\_\_\_\_  
Greenwood Village, CO 80121

**Colorado Mentoring Program  
Mentor Application  
for Appointment by the Colorado Supreme Court**

Thank you for your interest in advancing the Colorado legal profession! Your participation will greatly benefit the new Colorado lawyers who are joining our profession, and we believe that this experience will be equally rewarding for you.

The Colorado Mentoring Program is part of a pilot project approved in 2011 by the Chief Justice Commission on the Legal Profession and the Colorado Bar Association to determine whether a statewide, voluntary mentor program should be recommended. Mentors who successfully participate in the Mentoring Program are eligible for 15 Continuing Legal Education credits per three-year compliance period.

The objectives of the Program can be viewed broadly as promoting pride in the profession; excellence in service; and strong relationships with the bar, clients, and the public, through teaching the core values and ideals of the legal profession and the best practices for meeting those ideals.

If you would like to be appointed by the Colorado Supreme Court as a mentor, please complete and send this form to the Mentoring Program's Executive Director:

Chip Mortimer  
Email: c.mortimer@csc.state.co.us  
Or Mailing Address: 1560 Broadway, Suite 1800  
Denver, Colorado 80202

Name \_\_\_\_\_ Atty Reg. No. \_\_\_\_\_  
Current Employment \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-mail \_\_\_\_\_

If you are licensed to practice law in other jurisdictions in addition to Colorado, please provide the jurisdiction and date of licensure: \_\_\_\_\_.

Have you been suspended or disbarred from the practice of law in any jurisdiction, or have you surrendered your license to practice law for the purpose of disposing of a pending disciplinary proceeding in any jurisdiction?

\_\_\_\_\_ No

Have you been sanctioned by a governing authority in the five years preceding application as a Mentor?

\_\_\_\_\_ No

**If your answer is yes to either of the preceding two questions, you are not qualified for appointment as a mentor.**

Participating Organization you expect to work with (you are not bound by your selection here):  
Colorado Defense Lawyers Association, c/o Bo Donegan 5761 South Elm St., Greenwood  
Village Co 80121

Do you have malpractice insurance? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please read carefully the following requirements to be a mentor and the limitations of the Program:

1. The required qualifications to be a Mentor are:
  - a. Colorado attorney or judge, with an active license, in good standing, and engaged in the practice of law; or retired Colorado attorney or judge, who retired from the practice in good standing.
  - b. Admitted to practice law in Colorado for not less than five years.
  - c. No suspensions or disbarments from the practice of law from any jurisdiction, nor surrender of license to practice law for purpose of disposing of pending disciplinary proceeding in any jurisdiction.
  - d. No sanction by a governing authority in the five years preceding application as a Mentor.
  - e. No formal disciplinary complaint pending before Attorney Regulation pursuant to C.R.C.P. 251.12, or current participation in a diversion program pursuant to C.R.C.P. 251.13. An attorney is not disqualified from serving as a Mentor if an investigation was conducted or if there was previous successful completion of participation in a diversion program, and no formal complaint was filed.
2. Appointment as a Mentor is valid for 5 years, after which time you may re-apply. During your term, you must notify the Executive Director of any change affecting the above qualifications.
3. The Mentor Program is a professional relationship. It does not contemplate and is not intended to create a formal association or attorney-client relationship between the Mentee and the Mentor. Similarly, for Mentors and Mentees not of the same law firm or office, the Mentor Program does not create an attorney-client relationship between the Mentor and the Mentee's clients; Mentees must ultimately exercise their own independent professional judgment on behalf of their clients.
4. To obtain 15 CLE credits (including 2 ethics credits), Mentors and Mentees must successfully complete this program, which requires a commitment of approximately 16 to 20 hours per year (1 ½ hours per month). (There is also a 6-month mentoring program available for mentoring lawyers new to Colorado but in practice three or more years. Participation in this program earns 7 CLE credits, including 1 ethics credit).
5. You participate in the Mentoring Program through a Participating Organization (e.g. a bar association that has been approved as a Participating Organization). Your Participating Organization will assist you with matching to a mentee and with completing the requisite activities, including through the use of a Mentoring Plan prepared by the Participating Organization.

\_\_\_\_\_ (please initial) I certify that I have read the foregoing requirements and limitations; I agree to and understand their terms, and I qualify to be a Mentor.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

| If you have any questions, please contact Chip Mortimer at (303) 866-6443.

**Colorado Mentoring Program  
Mentor Matching Form**

**Mentors already self-paired with a new lawyer/mentee do not need to fill out this form. Your mentee will provide your contact information in his or her registration form.**

Name \_\_\_\_\_  
Current Employment \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-mail \_\_\_\_\_

This is my address at \_\_\_ home \_\_\_ work. Please contact me there.

**A. You**

Years in Practice \_\_\_\_\_

Area(s) of practice \_\_\_\_\_  
\_\_\_\_\_

Hobbies \_\_\_\_\_  
\_\_\_\_\_

Civic Activities \_\_\_\_\_  
\_\_\_\_\_

What do you want to get out of this program? (This information will be shared as we match you with a mentor.) \_\_\_\_\_  
\_\_\_\_\_

Are you interested in undertaking a pro bono case with your mentee?    \_\_\_ Yes \_\_\_ No

Do you have malpractice insurance?    \_\_\_ Yes \_\_\_ No

**B. Your mentee**

Ideal location of Mentee \_\_\_\_\_

I prefer a mentee that practices in the following area(s) of law:  
(Select and rate—"1" being the strongest preference—up to 3 areas of law)

- |                              |                                 |                            |               |
|------------------------------|---------------------------------|----------------------------|---------------|
| ___ admin/governmental       | ___ environmental               | ___ intellectual property  | ___ taxation  |
| ___ personal injury/property | ___ family/domestic             | ___ tort and insurance     | ___ traffic   |
| ___ arbitration/mediation    | ___ general practice            | ___ trial work             | ___ health    |
| ___ probate/trust/estate     | ___ bankruptcy                  | ___ workers' comp          | ___ elder     |
| ___ business/commercial      | ___ immigration                 | ___ criminal               | ___ antitrust |
| ___ sports/entertainment     | ___ social security             | ___ international practice | ___ juvenile  |
| ___ employment/labor         | ___ real estate/landlord/tenant |                            |               |

Other: \_\_\_\_\_

**Please submit this form to Colorado Defense Lawyers Association, c/o Bo Donegan 5761 South Elm St., Greenwood Village Co 80121**

**Colorado Mentoring Program**  
**Mentoring Agreement**  
**For Mentoring Relationships Between Lawyers Not in the Same Office or Firm**  
**Participating Organization: Colorado Defense Lawyers Association**

We agree to participate in the Colorado Mentoring Program (the “Program”) in accordance with its rules and regulations as may be amended from time to time. We understand that this Program is a part of a pilot project approved by the Chief Justice Commission on the Legal Profession and the Colorado Bar Association. We understand that the Program is intended to complement traditional classroom instruction with a one-on-one mentoring relationship which primarily involves teaching core values and ideals of the legal profession and the best practices for meeting those ideals.

We acknowledge the specific objectives of the Program:

- Promote excellence in the practice of law.
- Promote professionalism and collegiality among members of the bar through exercise of ethical and civil behavior.
- Inclusion and involvement of attorneys in the Colorado legal community, including teaching the value of networking and developing mentor relationships.
- Promote high standards for client representation through early instruction regarding competency and the exercise of sound and reasoned judgment.
- Promote high standards for client representation through early instruction about best practices, including law office management and legal customs learned from practical experience.
- Promote public service as an indispensable component of professionalism, and instill pride in the profession and the role lawyers have played and continue to play in shaping and preserving our nation’s values.

We acknowledge and will abide by the following Program rules:

- Any communication between the mentor and the new lawyer arising out of our participation in the Program is for the sole purpose of guiding and teaching the new lawyer about the practice of law and the issues that the new lawyer is likely to face in the practice of law.
- Any communication between the mentor and new lawyer is not intended to be the rendering of legal or professional advice to the new lawyer or his or her clients, and the new lawyer will not rely upon such communications or cause any client to rely upon them. The new lawyer will rely solely upon his/her own judgment, legal opinions, or independent research.
- No confidential relationship is formed between the mentor and the new lawyer as a result of participation in the Program. Consistent with C.R.P.C. 1.6, the new lawyer will not identify any client to the mentor or reveal to the mentor any client confidence, nor will the new lawyer seek professional or legal advice from the mentor about specific legal matters or clients such that protected communications are revealed. Subject to the limits of the previous paragraph and pursuant to C.R.P.C. 1.6 (b)(5), a lawyer may reveal

information relating to the representation of a client to the extent the lawyer reasonably believes necessary to secure legal advice about the lawyer's compliance with the Rules of Professional Conduct, other law, or a court order. Discussions, if any, about substantive legal matters between the new lawyer and mentor will be limited to hypothetical situations.

- The mentor is not assuming any liability or responsibility with respect to any legal matter of the new lawyer's clients, nor will the mentor render professional services to or take any responsibility for any aspect of representation of the new lawyer's clients.
- With the exception of any pro bono case that the mentor and new lawyer accept, the mentor will not co-counsel any matter with the new lawyer, nor will the mentor make referrals to or accept referrals from the new lawyer during the term of their mentoring relationship through the Program.
- The new lawyer agrees to waive all claims against, and to hold harmless, the Mentor; the Supreme Court of Colorado, its employees and agents; the Colorado Bar Association, its employees and agents, and the Participating Organization, its employees and agents, for any actions or inactions associated with the Program or with the new lawyer's participation in same.

We pledge to devote the time and effort needed to complete the activities selected in our Mentoring Plan.

We hereby certify that we have read the above Mentoring Agreement and agree to its terms.

\_\_\_\_\_  
Signature of New Lawyer                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

\_\_\_\_\_  
Signature of Mentor                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

Return this form to your Facilitator: Colorado Defense Lawyers Association, c/o Bo Donegan  
5761 South Elm St., Greenwood Village Co 80121

|

**Colorado Mentoring Program  
Mentoring Agreement  
For Mentoring Relationships Between Lawyers in the Same Office  
Participating Organization: Colorado Defense Lawyers Association**

We agree to participate in the Colorado Mentoring Program (the “Program”) in accordance with its rules and regulations as may be amended from time to time. I understand that this Program is a part of a pilot project approved by the Chief Justice Commission on the Legal Profession and the Colorado Bar Association. I understand that the Program is intended to complement traditional classroom instruction with a one-on-one mentoring relationship which primarily involves teaching core values and ideals of the legal profession and the best practices for meeting those ideals.

We acknowledge the specific objectives of the Program:

- Promote excellence in the practice of law.
- Promote professionalism and collegiality among members of the bar through exercise of ethical and civil behavior.
- Inclusion and involvement of attorneys in the Colorado legal community, including teaching the value of networking and developing mentor relationships.
- Promote high standards for client representation through early instruction regarding competency and the exercise of sound and reasoned judgment.
- Promote high standards for client representation through early instruction about best practices, including law office management and legal customs learned from practical experience.
- Promote public service as an indispensable component of professionalism, and instill pride in the profession and the role lawyers have played and continue to play in shaping and preserving our nation’s values.

The new lawyer agrees to waive all claims against, and to hold harmless, the Mentor; the Supreme Court of Colorado, its employees and agents; the Colorado Bar Association, its employees and agents; and the Participating Organization, its employees and agents, for any actions or inactions associated with the Program or with the new lawyer’s participation in same.

We pledge to devote the time and effort needed to complete the activities selected in our Mentoring Plan.

We hereby certify that I have read the above Mentoring Agreement and agree to its terms.

\_\_\_\_\_  
Signature of New Lawyer                      Date

\_\_\_\_\_  
Signature of Mentor                                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

\_\_\_\_\_  
Attorney Registration Number

Return this form to your Facilitator: Colorado Defense Lawyers Association, c/o Bo Donegan  
5761 South Elm St., Greenwood Village Co 80121

**Colorado Mentoring Program**  
**Mentoring Plan Curriculum**  
**Participating Organization: Colorado Defense Lawyers Association**

**1. Initial Planning Meeting, Personal and Professional Development (complete all)**

	Action	Completion Date
	Meet at the mentor's office (where practicable) to prepare the customized mentoring plan based on the new lawyer's needs and interests. Discuss best communication methods for each attorney, and consider scheduling all remaining meetings/activities for the mentoring term.	
	In tailoring the mentoring plan to the new lawyer's interests, discuss long-term career goals and identify ways to achieve them.	
	The mentor should introduce the new lawyer to the firm's attorneys and staff (if not already done).	
	Include in the meeting a day-in-the-life discussion, including discussion about work-life balance, mental health and substance abuse issues facing lawyers, and the services available to attorneys regarding these health issues.	

**2. The Colorado Bar and Legal Community (choose at least one)**

Election	Action	Completion Date
	Attend a meeting of an organized bar association, continuing legal education event, or other attorney networking event together. Introduce the new lawyer to other attorneys in attendance. Discuss the advantages of bar association involvement and discuss the many local, state, and national associations available, including any in the new lawyers specific practice area.	
	Meet at the local courthouse(s), particularly the one in which the new lawyer may be appearing, and make introductions to members of the judiciary, court personnel, and clerks of court. Discuss customary rules of civility or etiquette in court and among lawyers and judges in the community.	
	Attend a Term Day (or similar activity) which involves a gathering of judges and attorneys of the local bar.	

### 3. History and Importance of the Legal Profession (complete one activity)

The Participating Organization should develop its own relevant presentations or activities for its mentoring pairs to attend or complete.

### 4. Colorado Rules of Professional Conduct, Professionalism, and Civility

Election	Action	Completion Date
	<b>Required (to be completed with the activity elected from list below)</b>	
X	The pair should discuss the distinction between the Colorado RPC and professionalism; the attorney’s obligations to the court, the client, and opposing counsel; common ethical issues and resources for how to resolve difficult ethical questions; common grievance and malpractice “traps” and how to avoid them; the benefits of carrying malpractice insurance and the ramifications for failing to do so.	
	<b>Choose at least one</b>	
	Discuss how to screen for, recognize, and avoid conflicts of interest.	
	Discuss the responsibilities of the client and the lawyer in decision-making, the best ways to involve a client in their case. Discuss client communications generally, e.g., how to say no to a client, billing issues, etc.	
	Discuss preparation and proper behavior during discovery.	
	Discuss how to prepare for negotiation of a legal matter, when and how negotiation is initiated, how to involve the client, ethical and professionalism obligations of negotiators, skills needed to be an effective negotiator and how to acquire them.	

	Discuss appropriate ways to handle situations where a lawyer believes another lawyer has committed an ethical violation or otherwise acted unprofessionally or uncivilly; the obligation to report misconduct; and the appropriate way to handle a situation where the new lawyer is asked by a senior member of the firm/organization to do something that is unethical or unprofessional.	
	Discuss the grievance process and a lawyer's duty to cooperate with a disciplinary investigation.	
	Discuss client development and marketing, appropriate procedures and ethical implications.	

**5. Litigation and Transaction Experiences (choose at least one)**

Election	Action	Completion Date
	Discuss types of alternative dispute resolution (ADR) such as mediation, arbitration, early neutral evaluation, summary jury trials, collaborative law practice.	
	New lawyer attends one of the ADR proceedings listed above. The pair discusses and evaluates what was observed.	
	New lawyer attends or participates in a deposition. The pair discusses and evaluates what was observed.	
	New lawyer attends or participates in a trial, whether, civil or criminal, bench or jury, state or federal. The pair discusses and evaluates what was observed.	
	New lawyer attends or participates in an appellate oral argument before the Colorado Supreme Court, Colorado Court of Appeals, or the Tenth Circuit Court of Appeals. The pair discusses and evaluates what was observed.	
	New lawyer attends or participates in a judicial-type hearing conducted by a state or local administrative body (e.g. local zoning board, tax equalization board hearing; state licensing or regulatory body). The pair discusses and evaluates what was observed.	
	New lawyer observes a real estate closing or other business transaction or financial closing. The pair discusses and evaluates what was observed.	
	New lawyer attends meeting to execute estate planning documents. The pair discusses and evaluates what was observed.	

	New lawyer attends or participates in a planning/strategy meeting regarding a business transaction or estate planning. The pair discusses and evaluates what was observed.	
	New lawyer attends or participates in meeting, hearing, or other proceeding specific to his or her practice area. The pair discusses and evaluates what was observed.	

## 6. Law Office Management and In-Office Procedures

Election	Action	Completion Date
	<b>Required (to be completed with the activity elected from list below)</b>	
X	<p>Discuss law office management best practices (preferably including a tour of the mentor’s office), and the importance of maintaining organized procedures:</p> <ul style="list-style-type: none"> <li>• Time records.</li> <li>• Records of client-related expenses.</li> <li>• Billing system.</li> <li>• Client retainer and/or payment schedules, types of fee agreements.</li> <li>• Escrow and trust account, establishing an COLTAF, accounting, auditing, use of interest proceeds, proper procedures for handling client funds and other property.</li> <li>• Filing system and procedures.</li> <li>• Document retention plan.</li> <li>• Calendar reminder systems.</li> <li>• Information technology systems.</li> <li>• Library and research systems.</li> <li>• Other resources (publications, seminars, equipment).</li> </ul>	
	<b>Choose at least one</b>	
	Discuss role and responsibilities of paralegals, secretaries and other office personnel, and how to establish good working relationships with others in the same office who are support staff, colleagues or senior partners. Discuss the “care and feeding” of support staff.	
	Discuss practices to maintain client confidentiality.	
	Discuss good time management skills and techniques.	
	Discuss how to screen for, recognize, and avoid conflicts.	

	Discuss how to prevent issues of unauthorized practice of law with staff.	
	Discuss office politics, including appropriate networking, socializing and personal behaviors.	
	Discuss the importance of planning ahead for handling the practice in the event of retirement, disability, or death.	
	Discuss the issues surrounding leaving a firm, such as how to protect oneself, advising clients, and withdrawing from cases.	
	Discuss evaluation and compensation procedures, and professional advancement within a firm.	

**7. Working With Clients (choose at least one)**

Election	Action	Completion Date
	Meet at the local detention facility where the new criminal defense attorney may have clients, explain the procedure for jailhouse visits, and provide advice on working with criminal defendant clients.	
	Discuss importance of client communication, how to maintain appropriate ongoing communication (returning telephone calls, email) to keep clients informed, including use of fee agreements, timeliness, written communication, etc. Discuss how to deal with a “difficult” client. Discuss dealing with clients with respect to the business aspects of the relationship, including billing and other business procedures.	
	Discuss proper legal counseling, including the duties and responsibilities of advising clients and the respective responsibilities of the client and the lawyer in decision-making. Discuss how to deal with a “difficult” client.	
	Discuss the initial meeting and interaction with a potential client, tips for gathering information about a legal matter, appraising the credibility and trust of the potential client, evaluating whether to accept the representation, how to decline representation. Discuss making and accepting referrals.	
	Discuss the termination of the attorney-client relationship, issues with terminating mid-representation, necessary steps and documentation.	

**8. Public Service (choose at least one)**

Election	Action	Completion Date
	Acquaint the new lawyer with legal aid programs, local pro bono programs, and other opportunities for engaging in pro bono activities and civic and charitable work. Discuss the reasons for making time to engage in volunteer legal service to the public and any impediments to undertaking such work.	
	New lawyer attends a civic club of which the mentor is a member or some other community service activity in which the mentor participates. Discuss the reasons for making time to engage in volunteer legal service to the public.	
	The pair participates in a bar-sponsored or other volunteer program aimed at delivering legal services to the public. Discuss the reasons for making time to engage in volunteer legal service to the public.	

The Colorado Bar Association is unaware of any claims or grievances arising out of other states' mentor programs or any mentor programs in Colorado. Nevertheless, we understand that it is very important that the rules of the Colorado Mentoring Program be followed in that specific client confidences shall not be disclosed in the case of mentors and mentees who do not share clients.

We agree to complete this Mentoring Plan Curriculum within the Program's timeline.

\_\_\_\_\_  
Signature of New Lawyer                      Date

\_\_\_\_\_  
Signature of Mentor                                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

\_\_\_\_\_  
Attorney Registration Number

Further resources for completing activities can be found at  
<http://denbar.org/index.cfm/ID/21197/DBA/Mentoring-Program/>.

Return this form to your Facilitator: Colorado Defense Lawyers Association, c/o Bo Donegan  
5761 South Elm St., Greenwood Village Co 80121

**Colorado Mentoring Program**  
**Participating Organization: Colorado Defense Lawyers Association**  
**Interim Progress Report**

With this report, we inform the Facilitator that we have been meeting monthly, and we are making good progress toward completing the requirements of our Mentoring Plan. By signing this form, we certify that we have completed the following activities from our Mentoring Plan:

\_\_\_\_\_  
Signature of New Lawyer                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

\_\_\_\_\_  
Signature of Mentor                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

| Return this form to your Facilitator: Colorado Defense Lawyers Association, c/o Bo Donegan  
5761 South Elm St., Greenwood Village Co 80121

**Colorado Mentoring Program**

**Certificate of Completion of Mentoring Program  
Participating Organization: Colorado Defense Lawyer Association**

We, \_\_\_\_\_ Mentor, and \_\_\_\_\_, New Lawyer, completed our *Mentoring Plan* on or before \_\_\_\_\_ (date), within 12 months of the start of the program. We have met the requirements set forth in our Mentoring Plan, as coordinated by Colorado Defense Lawyers Association. During our meetings, we focused on the skills for professional and ethical practice of law in furtherance of the objectives of the Colorado Mentoring Program.

I hereby attest that the above information is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature of New Lawyer                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

\_\_\_\_\_  
Signature of Mentor                      Date

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Attorney Registration Number

NOTE: Each participant must submit this form WITH AN AFFIDAVIT FOR CLE CREDIT to the Executive Director of the Colorado Mentoring Program on or before the end of the 12-month Program. The Executive Director will, within one month of the end of the 12-month program, notify the participants that their certification has been accepted and their CLE affidavits have been transmitted to the Board of Continuing Legal Education.

Return this form to the Executive Director of the Colorado Mentoring Program:

Executive Director:    Chip Mortimer  
Email:                    c.mortimer@csc.state.co.us  
Or Mailing Address:  1560 Broadway, Suite 1800  
                                 Denver, Colorado 80202

Copy to Facilitator:    Colorado Defense Lawyers Association, c/o Bo Donegan 5761  
South Elm St., Greenwood Village Co 80121