

KATHRYN M. SKILTON

August 31, 2013

Dan Ruben
Executive Director at Equal Justice America
Building II, Suite 204
13540 East Boundary Road
Midlothian, VA 23112

RE: Equal Justice America Fellowship

Dear Mr. Ruben:

This summer, supported by Equal Justice America, I completed a ten-week internship with Central Virginia Legal Aid Society in Richmond, Virginia. Over the course of the summer, I provided direct legal services to approximately 60 individuals. I prepared legal documents, trial exhibits, performed legal research, and correspondence for 23 specific clients and provided advice or intake services for all others.

While performing intake, I was the first person to hear the client's story and was responsible for obtaining a detailed, cogent description of the situation. This description was critical for pairing with an attorney, or, more often for hotline calls. When a client was placed on the hotline, their legal questions were paired for advice but not direct representation. As I also worked the hotline when needed, I gave direct legal advice to 2-3 clients a week on issues including child custody, consumer law, landlord-tenant issues, and employment law. On the hotline, I was the only individual the client spoke with in regards to their legal situation. It was up to me to determine the legal issue, find all relevant information, and provide a suggested course of action or answer. While I often consulted with supervising attorneys before giving any legal advice, these consults were to check my research and answers before providing them to the clients. The issues ranged from simple questions to complicated situations, all of which needed timely answers (within the business day). However, the bulk of my work was not spent on hotline or intake calls, but instead I worked with attorneys on direct legal representation of clients. As I was paired with two attorneys who worked heavily in family law, most of my work revolved around protective orders, child custody, child support, and spousal support. Almost all the cases I worked on were former domestic abuse victims, and it brought me great pride to aid them in their new lives.

Additionally, I managed my own Virginia Employment Commission Special Examiner Appeal for a client. For this client I was in charge of their entire appeal, specifically the memorandum of law and the oral argument. While the case was difficult, I'm proud to say that my client was able to maintain his unemployment compensation with my help. It was an incredibly rewarding experience and was made even more meaningful by my direct interactions with the client.

I also prepared all of the trial materials for a protective order appeal. The appeal had moved up to the Circuit Court level and had been a long, drawn-out issue for the client for over a year. I worked with the client on multiple occasions to create a clear timeline of events of all incidences of abuse over a four-year time period, preparing exhibits for trial, and preparing our client for the struggles and questions she might face in court. This was one of the most difficult assignments of my summer, not because of the taxing legal work, but instead because of the intensity of the personal factor. I could not lose. My client needed protection and she and my supervising attorney were

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relying on me to make sure she maintained it. While we ended up settling at trial, I am proud to say that this was a major win of my summer. My client got the result she wanted without the pain of the hearing, and I learned a very important lesson about being prepared for everything.

This summer was absolutely fantastic, and I could not have done it without the support of Equal Justice America. Thank you for everything.

Sincerely,

Kathryn M. Skilton

University of Virginia School of Law, 2015



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FILE NO:

September 6, 2013

Dan Ruben
Executive Director
Equal Justice America
Building II, Suite 204
13540 East Boundary Road
Midlothian, VA 23112

In re: Kathryn Skilton, UVA Law Student and Equal Justice America Fellowship Recipient

Dear Mr. Ruben:

My name is Brittany Olwine, and I am the Hunton & Williams Pro Bono Fellow. Through my fellowship with Hunton & Williams, I am a volunteer attorney with the Central Virginia Legal Aid Society in Richmond, Virginia.

I am writing on behalf of Kathryn Skilton, a second year-law student at UVA Law School. Kat assisted me this summer at Central Virginia Legal Aid, and she was an amazing help to me over the course of the summer. She assisted me on a variety of cases, primarily concerning issues of custody, divorce, housing, guardianship, and unemployment compensation.

Kat wrote in-depth memos regarding discreet and complicated legal issues. These memos required her to perform extensive legal research and analyze the pertinent points. She performed these tasks quickly, efficiently, and effectively, and easily was able to zone in on the most important legal issues and potential problems a case presented at trial. In particular, she wrote a memo on a very complex spousal support issue, which enabled me to effectively negotiate a very good settlement for a divorce client. Without this memo, and the discreet legal points it highlighted, I'm not sure my client would have gotten as large a settlement, as it afforded me tremendous knowledge and bargaining points.

Kat also drafted divorce complaints, divorce deposition questions and final transcripts, and final decrees of divorce over the course of the summer. I provided her a simple overview of the process, and she was able to draft all of these documents perfectly for me with very little oversight or supervision. I was very impressed by how quickly she was able to learn the process and perform at such a high level.

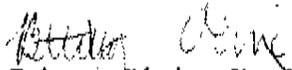
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Kat further drafted hearing outlines for one of my very complex custody cases. She sat in on client meetings with me and drafted direct examination and cross examination questions for me to use at trial. She also drafted opening statements and closing arguments to be used at this trial. Her questions were excellent and very-well attune to the key points I was looking to get out of my client and witnesses on the stand.

Kat was a pleasure to work with. Not only is she incredibly bright, an excellent legal researcher and writer, she is also a compassionate person who made clients feel comfortable. I feel lucky to have had Kat as an intern.

Please let me know if you have any questions.

Sincerely,


Brittany Olwine, Esq.