

# **GUIDE TO THE NEW YORK CRIMINAL BAR ASSOCIATION CLE FINANCIAL AID**

## **INTRODUCTION**

From our inception 50 years ago, providing high-quality, practical, immediately useful and engaging training programs to our members and other interested criminal advocates has been one of our primary core missions. Our founder, Judge Robert Louis Cohen (Ret.) identified ‘training’ as one of our organizational goals. This professional education is offered to strengthen advocacy skills both in and out of the courtroom; to support reform and improvement of criminal law and procedure; and to address conditions affecting our clients and their families in the court system and correctional facilities.

Since our purpose is *education*, not fundraising, the New York Criminal Bar Association (NYCBA) offers many programs every year completely tuition free as a service to the working bar. We intentionally price our program fees to offer timely, important and helpful training at levels that are lower than virtually all New York Metropolitan area bar and defender organizations. We also regularly offer discounted rates for state and federal assigned counsel (NYC Assigned Counsel Plan [‘18-B’] panel and CJA panel members).

Thus you can be certain that all financial aid applications for New York Criminal Bar Association CLE programs will be guided by our commitment to ensuring that anyone who wants to attend may do so regardless of budget or financial constraints.

## **ELIGIBILITY FOR FREE ATTENDANCE AT NYCBA PROGRAMS**

The following attorneys may attend NYCBA CLE programs program free of charge: 1) current 2025 NYCBA members; 2) attorneys employed by institutional defender offices; and 3) unemployed attorneys.

## **DISCOUNTED RATE FOR ASSIGNED COUNSEL**

When a discounted program fee is offered for federal and state assigned counsel, it will be clearly noted in the program flyer and promotional

materials; and the NYCBA website payment portal will include the reduced-price option.

## **FINANCIAL AID APPLICATIONS**

Anyone who is not eligible to attend NYCBA CLE programs free of charge, and who cannot pay the program fee or discounted assigned counsel rate (where applicable) may apply for Financial Aid. Relief may include a further reduction of the program fee, or even a full waiver of the fee. All applications are confidential.

Requests for financial assistance should include a statement explaining the applicant's financial hardship, including annual income, outstanding obligations, nature of practice (especially public service or government employment), and all other circumstances preventing them from paying the program fee (even at a reduced rate) or joining the NYCBA.

Program fee discounts will be determined on a sliding scale, based on annual income (e.g., annual income below \$50,000 – 75% discount, income below \$75,000 – 50% discount, etc.), along with all other relevant financial factors. Relevance to the applicant's area(s) of practice is not factor in determining an application, as professional education should be offered as broadly and widely as possible.

**Applicants should be submitted by email to Andrew Eibel, Chair of the NY Criminal Bar Association CLE Committee at [slybels@gmail.com](mailto:slybels@gmail.com) no later than THREE (3) business days before the program.**

The CLE Committee and NYCBA officers will review applications and provide a written determination, including reasons, within 24 – 36 business hours.

## **REDUCED FEE NYCBA MEMBERSHIP**

To make membership as accessible as possible, NYCBA offers a reduced rate membership of \$75.00 (a 50% discount) for anyone with an annual income of \$75,000 or less. You can easily join through the membership page on our website, or by using this handy link:

<https://www.nycrimbar.org/product/membership/>

Join today and become a part of a strong, vibrant and distinguished community of expert, experienced and passionate advocates.

## **PROGRAM REGISTRATION AND PAYMENT PROCEDURES-**

1. **Status required on registration:** All registrants must indicate their status on the Zoom registration page (e.g., current 2025 NYCBA member, institutional defender office attorney, unemployed attorney, assigned counsel, etc.). The program flyer and other promotional materials for the session will include the registration link.
2. **Fee exempt registrants:** Registrants claiming fee-exempt status will be immediately reviewed. If approved, their registration will be confirmed. If disapproved, (because they are not a current NYCBA member, institutional defender office attorney or unemployed attorney) the registrant will be immediately contacted by email with a request for further clarification/information, and/or with instructions about how to either join the NYCBA or pay the program fee.
3. **Assigned Counsel Discount:** Court-appointed state and federal court attorneys (members of the NYC Assigned Counsel Plan ["18B"] or federal CJA panels) who qualify for a discounted rate (where offered), must also indicate their status on the registration page, *AND* pay the reduced program fee. Upon payment, their registration will be approved.
4. **Full fee registration:** Attorneys who are not eligible for free or reduced admission must pay the full program fee before their registration is approved. They too must indicate their status to register *AND* pay the program fee to get their registration approved.
5. **Payment Confirmation:** Upon receipt of full or reduced program fee payment by those who are not fee-exempt, the attorney's registration will be approved.

6. **Zoom Access for Approved Registrations:** All approved registrants will receive a confirmation email with a Zoom link to the program.
  
7. **Registration and Payment Deadline:** All registrations must be completed AND payments made **by 1:00 PM on the day of the program. LATE REGISTRATIONS AND PAYMENTS WILL NOT BE ACCEPTED.**

**ANY QUESTIONS?** PLEASE CONTACT US IMMEDIATELY.

We thank you for your interest and participation. We look forward to working with you and seeing you at future NYCBA webinars, CLEs and events!

**Andrew H. Eibel**  
**Chair, CLE Committee**  
**New York Criminal Bar Association**  
**(917) 459-6501**

**Approved:**

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