



**Hon. Gerald W. Connolly**  
**Administrative Judge**

**New York State**  
**Unified Court System**

**Third Judicial District**  
**Community Court Access (CCA) Program**

**Christy Q. Bass**  
**District Executive**

## **Overview of the Community Court Access (CCA) Program**

### **What is the Community Court Access program?**

The CCA program is a partnership between the community and the NYS Unified Court System to provide accessibility to any person seeking assistance from the Court System who may not have access to a home computer and/or internet service, who may need some assistance in accessing the courts, or who may not be able to get to the physical courthouse for a variety of reasons such as transportation, child care, or personal safety. With this new program, you can now have your court needs met in a friendly, safe, and secure environment, that is close to your home and may even be located at your own religious center, library, or other community space.

### **What can you do at an CCA facility?**

You can:

- Attend a scheduled Court appearance virtually
- File paperwork with a court, for example, Orders of Protection
- Access the court's Do-It-Yourself (DIY) documents as well as the Court Help site, and can be aided in navigating these sites, if needed
- Access to Ask a Law Librarian
- Access other resources in the community such as Pro Bono (free or sliding scale) Attorney's for more complex legal matters, domestic violence services, mental health services, etc.
- And so much more! Have questions about whether your legal needs can be met at a CCA, just call or email and speak to someone directly. Trained court staff are here to help.

### **What to expect when going to a CCA facility:**

When you arrive at a CCA facility, a trained court staff member or trained community member, will greet you, walk you through the COVID screening process, then show you to the private space that has been allocated for this program. The space has a computer, printer, scanner, a camera for virtual communication, a table, chairs, and cleaning supplies. You can gain assistance from the court and if you

need help, trained court staff are available. The space is cleaned to adhere to COVID standards after each user.

**Areas of assistance available:**

- Family Court matters including domestic violence, custody/parenting time (visitation), child support, adoption
- Divorce
- Landlord/Tenant matters
- Foreclosures matters
- Guardianships
- Trusts and Wills
- Estates

*Please note: Areas of assistance may not be limited to those listed above*

**How do I access CCA?**

To make an appointment to use a CCA facility, you can either call or email (contact information seen below) and a trained court staff member will guide you through the intake process to determine the area of need, as well as, the best date/time for the appointment. Walk-ins are welcome; however, appointments are strongly encouraged due to strict COVID restrictions.