

# SARA E. FURLOW

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## EXPERIENCE

**DELANEY STAFFORD LLC**, Chevy Chase, MD December 2023 – Present  
*Associate*. Represent clients in family law matters, including divorce, separation, child custody, alimony, and child support matters in the Circuit Court for Montgomery County, Maryland and the Superior Court of the District of Columbia. Court-appointed Child’s Advocate Attorney, Child’s Privilege Attorney, and Guardian *ad Litem* for incapacitated parents in the Circuit Court.

**TULLY RINCKEY, PLLC**, Washington, DC December 2021-November 2022  
*Associate*. Represent federal government employees in labor and employment matters before the Equal Employment Opportunity Commission, Merits System Protection Board, Office of Special Counsel, Office of the Inspector General, and the United States District Court for the District of Maryland. Represent federal government employees in proposed disciplinary matters, investigations, and requests for reasonable accommodations. Draft and serve demand letters for private employment matters. Participate in mediation and settlement discussions. Generate new business for the firm through scheduled consultations with potential new clients. Draft dispositive motions and pleadings, including but not limited to, Opposition to Motion for Summary Judgment and Opposition to Motion to Dismiss. Conduct and defend depositions. Assist with appellate work through drafting Petition for Rehearing for submission to the United States Court of Appeals for the District of Columbia Circuit and Appellate Briefs for submission to the Equal Employment Opportunity Commission Office of Federal Operations, the United States Court of Appeals for the Federal Circuit, and the United States Court of Appeals for the Fourth Circuit.

**MARYLAND LEGAL AID**, Rockville, MD March 2017 – December 2021  
*Staff Attorney*. Managed caseload of roughly 90 clients aged 0-20. Represented youth in all stages of Child in Need of Assistance (CINA) and Guardianship proceedings in Circuit Court, including but not limited to, Emergency Shelter Hearings, Court Ordered Mediation, Review Hearings, Permanency Planning Hearings, Special Immigrant Juvenile Status Hearings, Termination of Parental Rights Trials, and Adoption Hearings. Visited clients in and out of the State of Maryland. Timely filed Appellate Briefs in the Maryland Court of Special Appeals. Participated in Oral Arguments in the Maryland Court of Special Appeals. Responded to Petitions for Writ of Certiorari in Maryland Court of Appeals. Filed complaints with the Maryland State Department of Education alleging Individuals with Disabilities Education Act violations on behalf of clients denied a free appropriate public education. Attended meetings to advocate for clients at schools, residential treatment centers, diagnostic centers, treatment foster care agencies, foster homes, and the local child welfare services. Co-chaired CINA Task Force, planning meetings and trainings for children’s attorneys and allies to provide up-to-date caselaw, policies, and regulations to serve CINA clients. Drafted written testimony for proposed legislation in the Maryland Senate and Maryland House of Delegates that impacted CINA youth. Conducted trainings about the Role of Child’s Counsel to Voices for Children, Court Appointed Special Advocate volunteers periodically.

**TRUSTPOINT INTERNATIONAL**, Washington, DC August 2013 - February 2017  
*Contract Attorney and Electronic Discovery Specialist*. Contract attorney for various legal staffing agencies, working last with Trustpoint International. Analyzed complex legal documents including contracts, spreadsheets, and financial documents, and emails in response to two antitrust investigations and two major telecommunications mergers. Examined communications and financial documents in response to Civil Investigative Demand issued by the Department of Justice. Identified fraudulent activity in U.S. and European Treasury markets, as well as Foreign Exchange market for an internal investigation. Reviewed discovery documents for relevance and privilege for complicated breach of contract and indemnification cases.

**VOICES FOR CHILDREN**, Rockville, MD

June 2013 - February 2017

*Court Appointed Special Advocate and Volunteer.* Advocated for the best interest of neglected and medically fragile children in the Circuit Court for Montgomery County, Maryland, ensuring permanent placement in a healthy and safe environment through recommendations to the court. Attended Individual Education Program/Plan meetings, Family Involvement meetings, and Individual Planning meetings to collaborate with interested parties and make informed decisions.

## **EDUCATION**

**UNIVERSITY OF PITTSBURGH SCHOOL OF LAW**, Pittsburgh, PA

J.D., 2012

*Honors*

Diversity Scholarship Recipient

Conflict Resolution Fellow

*Select Leadership*

Student Bar Association, 1L Representative; Secretary; 3L Representative

Black Law Students Association, Social Chair

*Work & Internships*

Office of the Public Defender Neighborhood Defenders, Baltimore, MD

Defender Association of Philadelphia, Philadelphia, PA

Allegheny County Public Defender, Pittsburgh, PA

**UNIVERSITY OF NORTH CAROLINA**, Chapel Hill, NC

B.A., English, 2007; *Minor*, History

## **BAR AND COURT ADMISSIONS**

New York

Maryland

District of Columbia

United States District Court for the District of Maryland

## **PROFESSIONAL AFFILIATIONS**

J. Franklyn Bourne Bar Association, Corresponding Secretary; Montgomery County Committee Co-Chair

Bar Association of Montgomery County, Youth Courthouse Project Committee Co-Chair