MARYLAND LEGAL AID
DIGNITY, EQUITY & JUSTICE FOR ALL

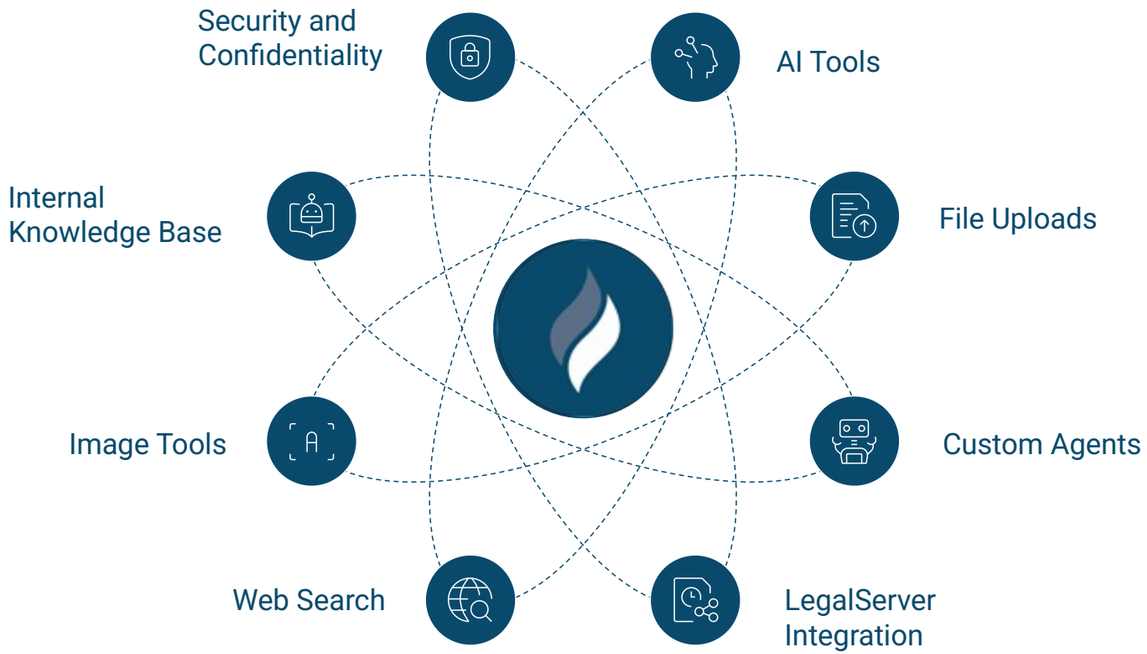
MLAGPT 4.1
in practice

The technology behind our tools.

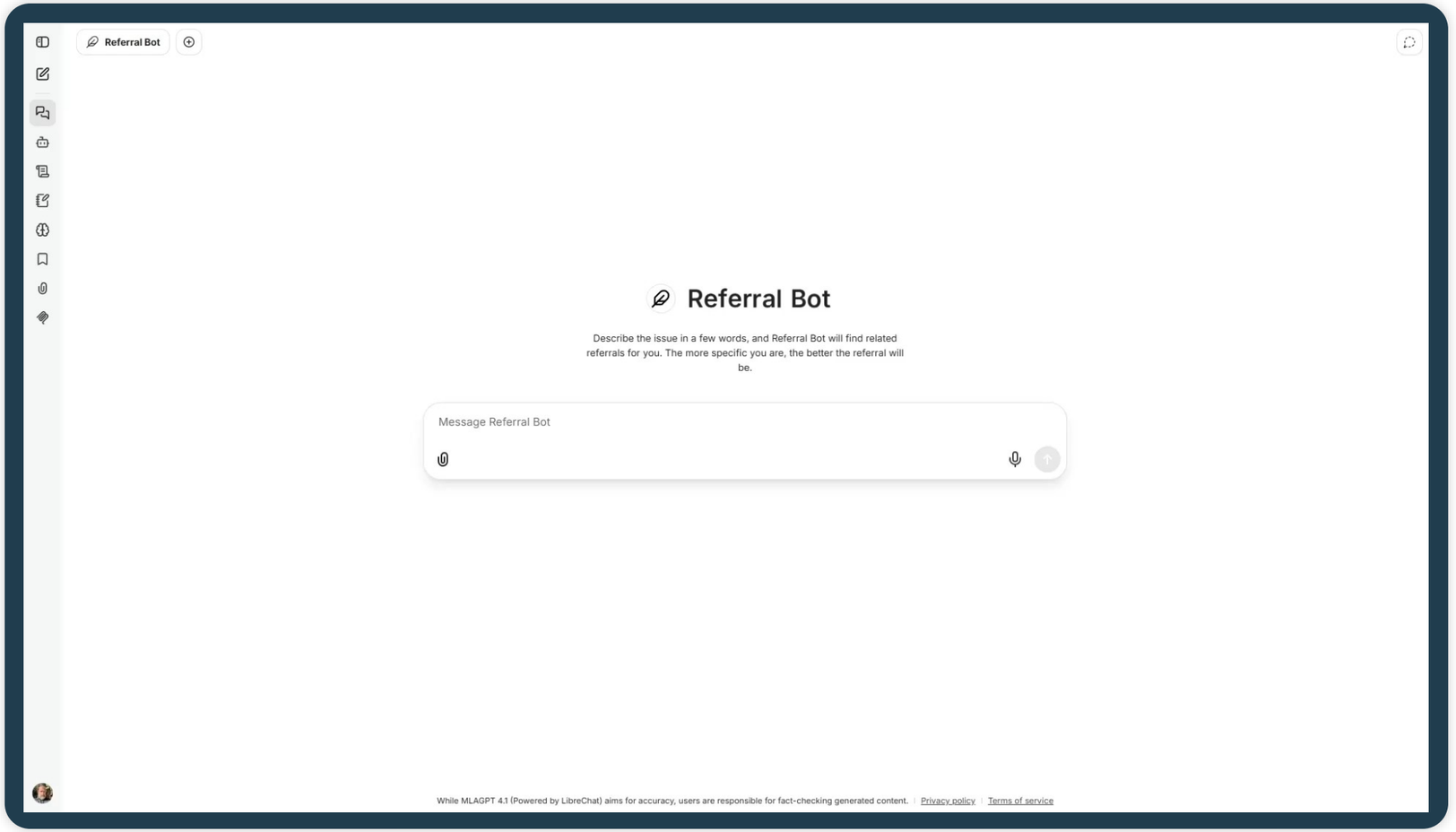
RUSS BLOOMQUIST / PROGRAM MANAGER & SR. FULL-STACK DEVELOPER

What is MLAGPT?

- MLAGPT is Maryland Legal Aid's secure internal AI workspace, powered by LibreChat and hosted in MLA's Azure environment.
- It gives staff access to advanced AI tools for drafting, summarizing, document review, brainstorming, plain-language writing, and workflow support within a controlled MLA-managed system.
- MLAGPT supports file uploads, custom agents, LegalServer-connected workflows, web search, image tools, and internal knowledge-base features.
- It is designed to help staff work more efficiently while keeping human review, client confidentiality, privacy, and responsible AI use at the center.



Referral Bot



A practical referral question

Describe the need.

Retrieve relevant referral information.

Review sources.

Technology: File Search / Retrieval-Augmented Generation (RAG)

MLAGPT / File Search

Answers supported by your documents and data

1. **Ask a question**
2. **Retrieve relevant information**
3. **Use information to support your work product**

HOW IT WORKS: Upload documents to MLAGPT.

The system indexes their contents, searches the files for relevant passages, and gives those passages to the model as context for its answer.

File citations can identify the source passages when enabled.

Examples: Internal Policies, Program Guidelines, Training Materials

Grant Prospect Research Agent



A recurring research task.

Set the research criteria.

Review prospective funders.

Check fit and sources.

Technology: Agent Builder

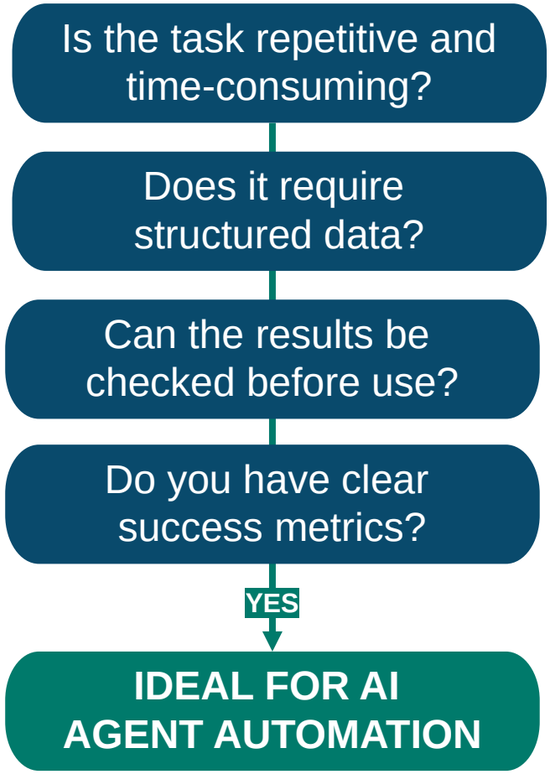
MLAGPT / Agent Builder

An assistant configured for a specific job

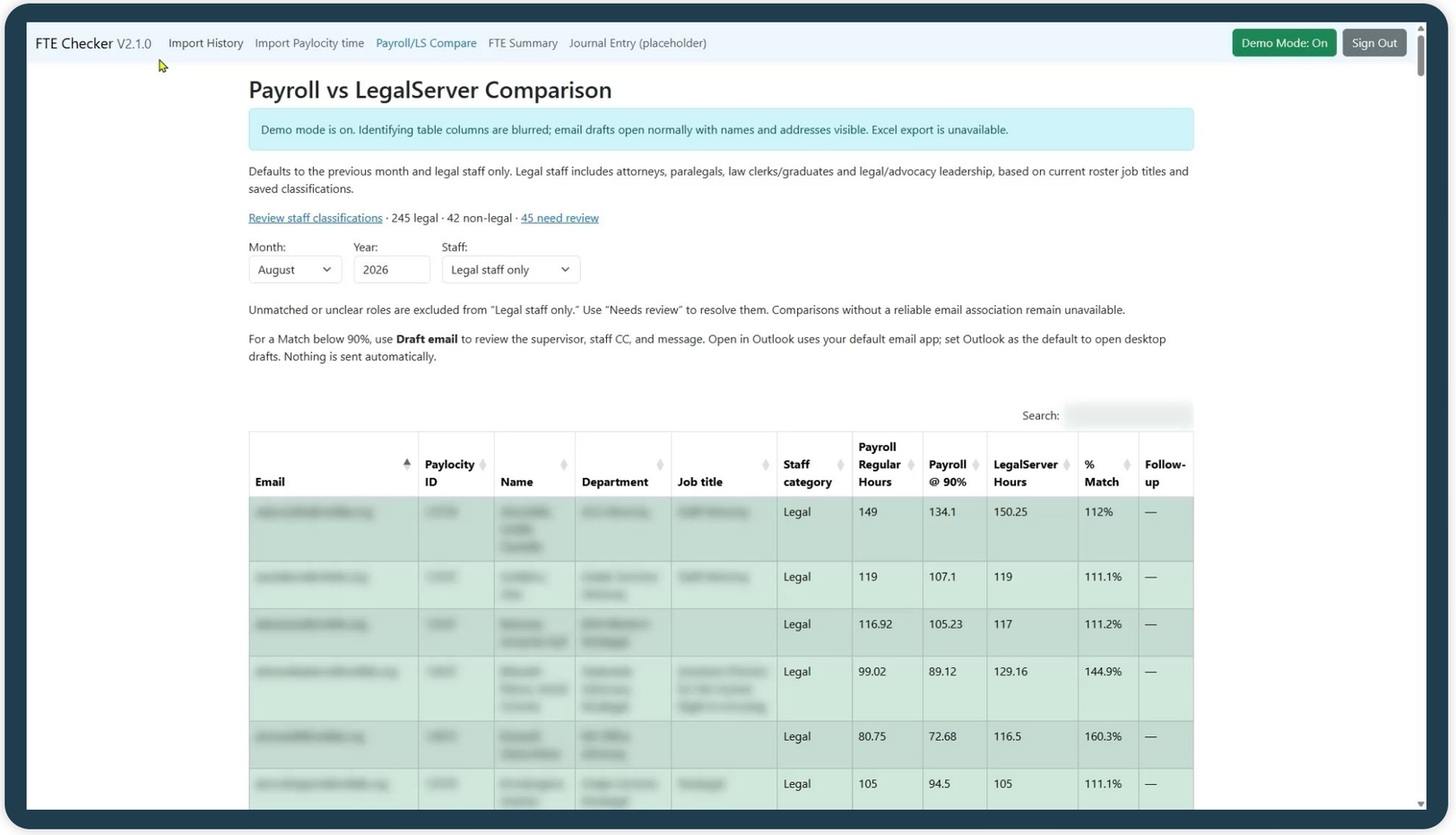
1. **Instructions:** Define the task and research criteria
2. **Tools:** Enable the capabilities the task needs
3. **Output:** Specify a consistent, useful response

Examples: LegalServer Case Timeline, Closing Letter Generator, Case Search Assistant and more.

AI AGENT CHECKLIST:
A framework for determining which tasks to automate with AI agents.



Time Checker Software



Rules-Based Software

Compare time records.

Apply defined calculation rules.

Review time percentages.

Technology: Artifacts / Run Code, AI-generated software

MLAGPT / Artifacts / Run Code

Consistent calculations using defined rules

1. **Data:** Match HR time records with LegalServer entries
2. **Rules:** Apply approved formulas to calculate time percentages
3. **Review:** Compare results and investigate discrepancies

HOW IT WORKS: Describe the task, inputs, and calculation rules.

AI helps generate the code.

Review and test that code against known results before using it.

The software applies the defined rules to the uploaded data.

Review and inspect results.

Examples: Reporting, form filling, audio transcription, file type conversion or any other process you can define.

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Maryland Legal Aid's GitHub

THANK YOU

RUSS BLOOMQUIST

rbloomquist@mdlab.org