

STATE BAR OF TEXAS

DEPARTMENT OF RESEARCH & ANALYSIS



2014 PARALEGAL DIVISION COMPENSATION SURVEY

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2014 Paralegal Division Compensation Survey

The information in this report was gathered electronically in the 2014 State Bar of Texas Paralegal Division Compensation Survey, which was available to the members of the State Bar of Texas Paralegal Division and other invited groups from August 4, 2014 through September 15, 2014. The survey was administered by the Paralegal Division. There were 1,212 completed surveys that were used for this report.

Summary Findings

Firm/Organization Structure:

- Top 3 Firm/Organization Types Reported: Law Firms (75%), Corporation/Legal Departments (15%), and Government Entities (8%).
- Top 3 Areas of Law Reported: Litigation (41%), Family Law (25%), and Personal Injury Law (20%).
- Median Number of Paralegals in Firm/Organization: 4 Paralegals
- Median Number of Attorneys in Firm/Organization: 8 Attorneys

Salary Structure (Full-Time Paralegals):

- 2014 Median Gross Annual Salary: \$54,739 (An increase of 6 percent from 2010)
- 2014 Median Starting Annual Salary: \$32,273 (An increase of 18 percent from 2010)
- Median Salary Increase in 2014: 3 percent
- Median bonus for the 73% who received a bonus: \$2,632 (An increase of 23 percent from 2010)

Billing:

- 71 percent of paralegals reported that their billable hours were charged at an hourly rate.
- Median Hourly Rate (Full-Time Paralegals): \$121 (An increase of 11 percent from 2010)

Education/Experience/Professionalism:

- Top 3 paralegal training received: On the job training (56%), Paralegal Certificate Program (43%), and Associates Degree in Paralegal Studies (26%).
- Top 3 Highest Levels of Education Reported: Bachelor's Degree (39%), Associates Degree (24%), and Less than 2 years of College (13%).
- Median Years of Experience: 18 Years
- Median Years of Work in Law: 19 Years
- Median Years with Present Employer: 6 Years

Benefit Package:

- Median days of sick/personal per year: 7 Days
- Median days of vacation per year: 12 Days
- Median days of holidays per year: 8 Days
- Top 3 Insurance Benefits Provided by Employer: Medical Insurance – Self (74%), Life Insurance – Self (52.4%), Dental Insurance – Self (49%)
- Top 3 Retirement or Pension Plans Provided by Employer: 401(k) (64%), Profit Sharing/Stock Ownership Plan (13%), Mutual Fund Plans (3%)

Professional Benefits:

- 71 percent of employers provide paid CLE.
- Median hours of paid CLE provided: 13 Hours
- 73 percent of employers paid professional dues
- 67 percent of employers support active participation in one or more professional association
- 57 percent of employers provided technology training.

Demographics:

- Race/Ethnicity: 75 percent White, 13 percent Hispanic/Latino, 5 percent Black/African-American
- Sex: 95 percent female
- Median Age: 49 Years

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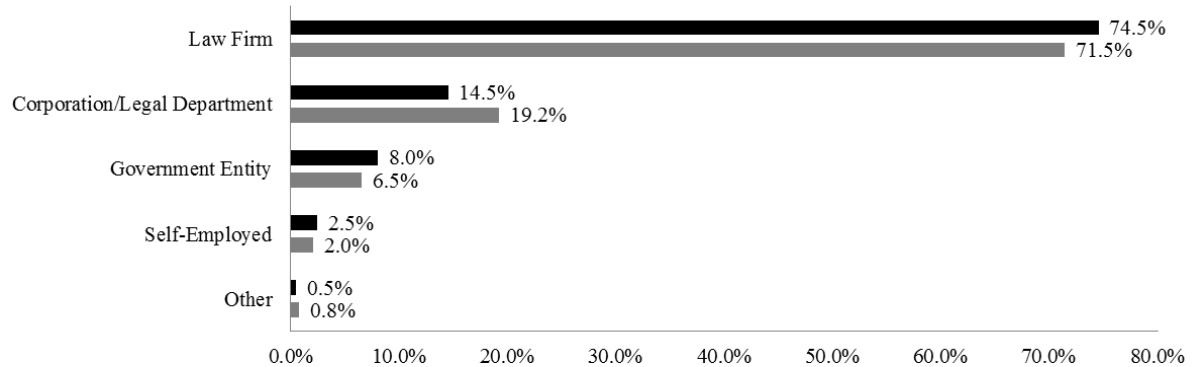
What is your age?30

APPENDIX 31-32

Firm/Organization Structure

What type of organization are you employed by?

**Figure 1
Organization Type**



| | Other | Self-Employed | Government Entity | Corporation/Legal Department | Law Firm |
|--------|-------|---------------|-------------------|------------------------------|----------|
| ■ 2014 | 0.5% | 2.5% | 8.0% | 14.5% | 74.5% |
| ■ 2010 | 0.8% | 2.0% | 6.5% | 19.2% | 71.5% |

Check up to three major areas of law in which you work

Numbers in the table below are percentages of respondents selecting a particular area of law.

Respondents were allowed to up to three selections. Note that percentages will not sum to 100, as respondents were allowed more than one selection

**Table 1
Practice Area**

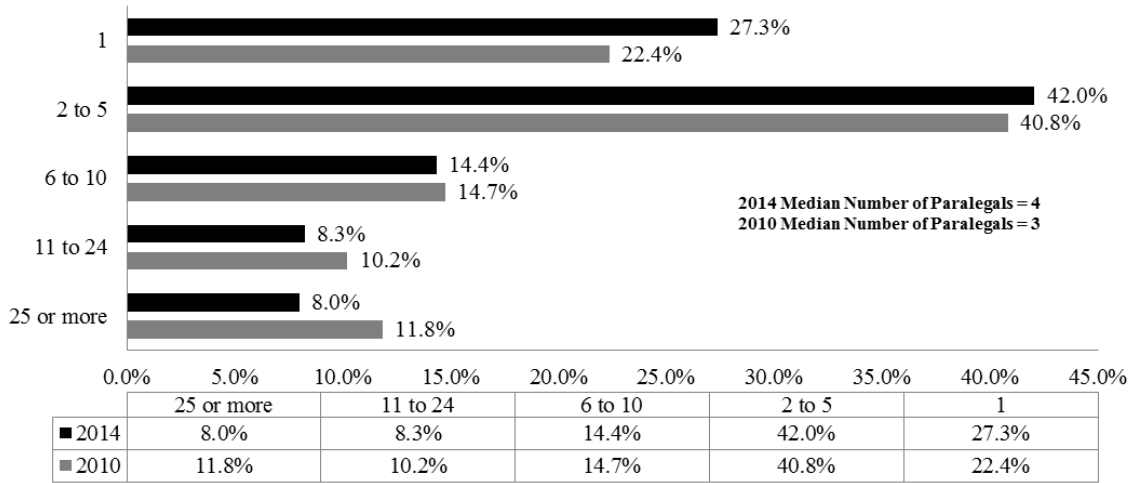
Paralegals by Practice Area (All Districts)

| | 2010 (N=1,425) | 2014 (N=1,212) | 2010 to 2014 Difference |
|-----------------------------|----------------|----------------|-------------------------|
| Administrative Law | 6.0% | 5.7% | 0.7% |
| Banking/Finance | -- | 3.2% | 0.4% |
| Commercial/Contract Law | 16.0% | 11.8% | -0.2% |
| Corporate Law | 17.8% | 13.7% | -1.6% |
| Criminal Law | 8.9% | 10.0% | 3.0% |
| Elder Law | -- | 1.3% | 0.3% |
| Estate Planning/Probate Law | 11.1% | 15.0% | 3.4% |
| Family Law | 21.3% | 25.1% | 10.0% |
| Insurance Law | 7.9% | 6.4% | -0.6% |
| Intellectual Property Law | 7.2% | 6.3% | -0.6% |
| Labor/Employment Law | 9.5% | 9.8% | 3.2% |
| Litigation | 42.6% | 41.2% | -5.2% |
| Medical Malpractice Law | 5.3% | 5.4% | -2.1% |
| Oil, Gas, and Mineral Law | -- | 7.3% | 3.7% |
| Personal Injury Law | 19.9% | 19.9% | 0.0% |
| Products Liability Law | 6.0% | 5.5% | -1.0% |
| Real Estate Law | 11.1% | 11.1% | -0.8% |
| Toxic Tort | 2.9% | 1.2% | -4.9% |
| Other | 12.6% | 13.0% | 0.4% |

Firm/Organization Structure Continued

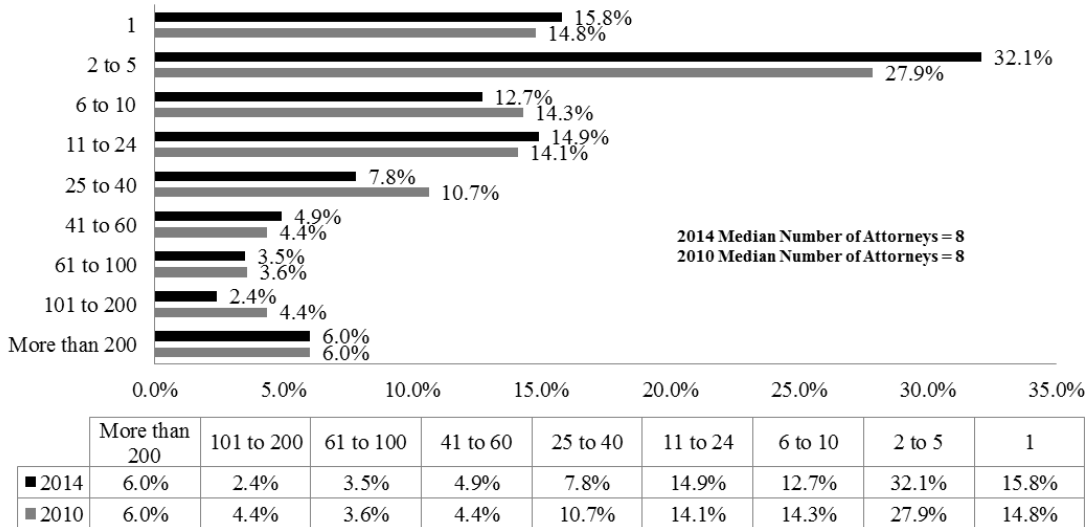
How many paralegals are in your organization/firm?

**Figure 2
Number of Paralegals**



How many attorneys are in your organization/firm?

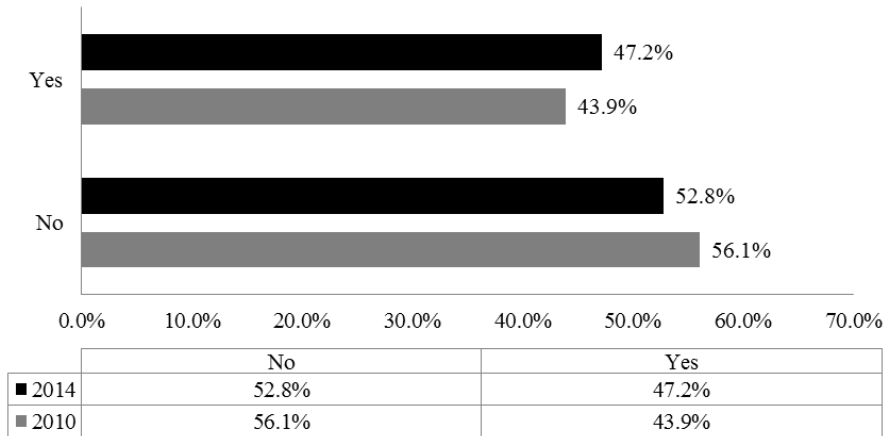
**Figure 3
Number of Attorneys**



Firm/Organization Structure Continued

Do you have the ability to telecommute at your organization?

Figure 4
Ability to Telecommute



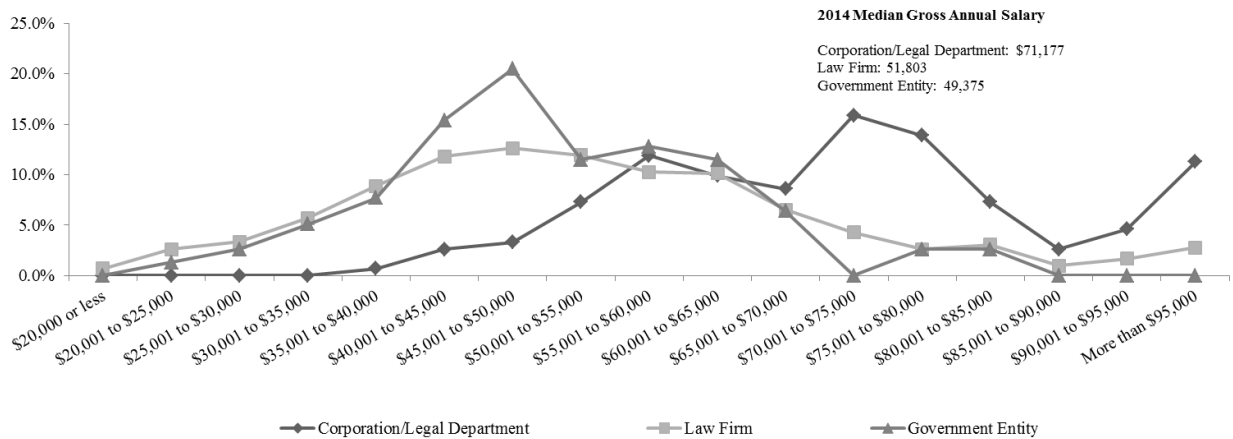
Salary Structure

What is the gross amount of your annual base salary?
 The following tables or graphs are for full time employees only.

**Table 2
 Annual Base Salary**

| 2014 Gross Annual Base Salary by Employer Type: All Districts Full-Time Employees Only | | | |
|---|------------------------------|-----------------------|------------------------|
| Gross Annual Salary | Percentage Responding | | |
| | Corporation/Leg (N = 151) | Law Firm (N = 720) | Government (N = 78) |
| \$20,000 or less | 0.0% | 0.7% | 0.0% |
| \$20,001 to \$25,000 | 0.0% | 2.6% | 1.3% |
| \$25,001 to \$30,000 | 0.0% | 3.3% | 2.6% |
| \$30,001 to \$35,000 | 0.0% | 5.7% | 5.1% |
| \$35,001 to \$40,000 | 0.7% | 8.9% | 7.7% |
| \$40,001 to \$45,000 | 2.6% | 11.8% | 15.4% |
| \$45,001 to \$50,000 | 3.3% | 12.6% | 20.5% |
| \$50,001 to \$55,000 | 7.3% | 11.9% | 11.5% |
| \$55,001 to \$60,000 | 11.9% | 10.3% | 12.8% |
| \$60,001 to \$65,000 | 9.9% | 10.1% | 11.5% |
| \$65,001 to \$70,000 | 8.6% | 6.5% | 6.4% |
| \$70,001 to \$75,000 | 15.9% | 4.3% | 0.0% |
| \$75,001 to \$80,000 | 13.9% | 2.6% | 2.6% |
| \$80,001 to \$85,000 | 7.3% | 3.1% | 2.6% |
| \$85,001 to \$90,000 | 2.6% | 1.0% | 0.0% |
| \$90,001 to \$95,000 | 4.6% | 1.7% | 0.0% |
| More than \$95,000 | 11.3% | 2.8% | 0.0% |
| 2014 Median Gross Annual Salary | \$71,771 | \$51,803 | \$49,375 |
| 2010 Median Gross Annual Salary | \$66,852 | \$48,641 | \$45,751 |
| 2010 to 2014 Difference | \$4,919 | \$3,162 | \$3,624 |

**Figure 5
 Annual Base Salary**



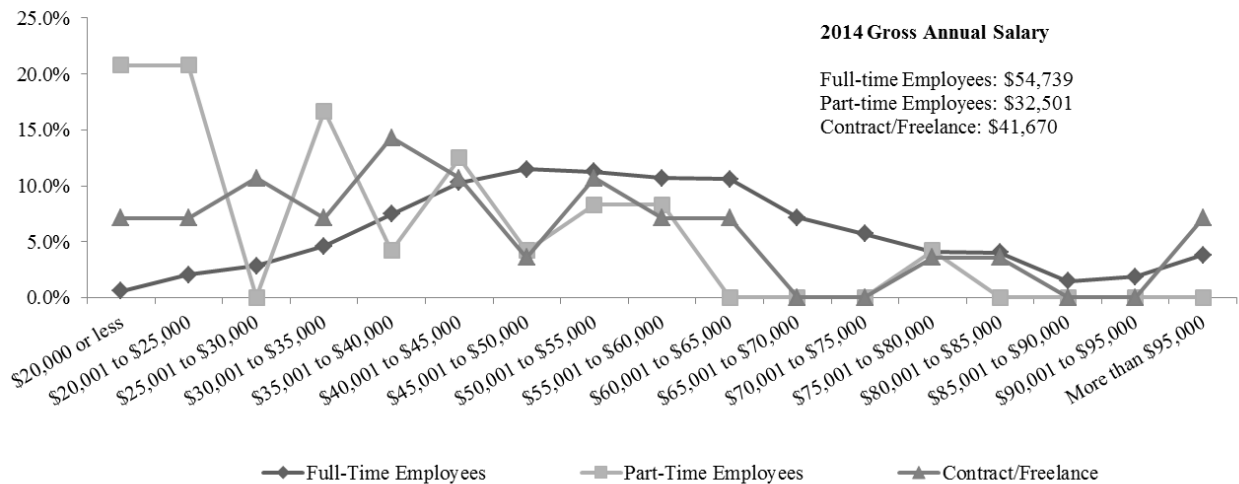
Salary Structure Continued

What is the gross amount of your annual base salary?

**Table 3
Annual Base Salary**

| 2014 Gross Annual Base Salary by Employment Status: All Districts | | | |
|---|------------------------------------|---------------------------------|------------------------------------|
| Gross Annual Salary | Percentage Responding | | |
| | Full-Time Employees (N = 1,020) | Part-Time Employees (N = 24) | Contract/ Freelance (N = 28) |
| \$20,000 or less | 0.6% | 20.8% | 7.1% |
| \$20,001 to \$25,000 | 2.1% | 20.8% | 7.1% |
| \$25,001 to \$30,000 | 2.8% | 0.0% | 10.7% |
| \$30,001 to \$35,000 | 4.6% | 16.7% | 7.1% |
| \$35,001 to \$40,000 | 7.5% | 4.2% | 14.3% |
| \$40,001 to \$45,000 | 10.3% | 12.5% | 10.7% |
| \$45,001 to \$50,000 | 11.5% | 4.2% | 3.6% |
| \$50,001 to \$55,000 | 11.3% | 8.3% | 10.7% |
| \$55,001 to \$60,000 | 10.7% | 8.3% | 7.1% |
| \$60,001 to \$65,000 | 10.6% | 0.0% | 7.1% |
| \$65,001 to \$70,000 | 7.2% | 0.0% | 0.0% |
| \$70,001 to \$75,000 | 5.7% | 0.0% | 0.0% |
| \$75,001 to \$80,000 | 4.1% | 4.2% | 3.6% |
| \$80,001 to \$85,000 | 4.0% | 0.0% | 3.6% |
| \$85,001 to \$90,000 | 1.5% | 0.0% | 0.0% |
| \$90,001 to \$95,000 | 1.9% | 0.0% | 0.0% |
| More than \$95,000 | 3.8% | 0.0% | 7.1% |
| 2014 Median Gross Annual Salary | \$54,739 | \$32,501 | \$41,670 |
| 2010 Median Gross Annual Salary | \$51,571 | \$31,251 | \$45,000 |
| 2010 to 2014 Difference | \$3,168 | \$1,250 | -\$3,330 |

**Figure 6
Annual Base Salary**



Salary Structure Continued

What is the gross amount of your annual base salary?

**Table 4
Annual Base Salary**

| Metropolitan Statistical Area (MSA) | 2010 to 2014 Paralegal Salaries by MSA: Full-Time Paralegals | | 2010 to 2014 Change | |
|-------------------------------------|--|-------------------------|---------------------|----------------|
| | 2010 | 2014 | Difference | Percent Change |
| Houston-The Woodlands-Sugarland MSA | \$59,583 (N = 346) | \$64,524 (N = 182) | \$4,941 | 8.3% |
| Dallas-Fort Worth-Arlington MSA | \$56,714 (N = 357) | \$58,750 (N = 268) | \$2,036 | 3.6% |
| Austin-Round Rock MSA | \$59,750 (N = 1,79) | \$59,355 (N = 202) | -\$395 | -0.7% |
| San Antonio-New Braunfels MSA | \$45,000 (N = 100) | \$52,188 (N = 67) | \$7,188 | 16.0% |
| El Paso MSA | \$41,876 (N = 42) | \$47,251 (N = 47) | \$5,375 | 12.8% |
| Corpus Christi MSA | \$38,750 (N = 11) | \$46,251 (N = 12) | \$7,501 | 19.4% |
| Beaumont-Port Arthur MSA | \$42,292 (N = 45) | \$44,643 (N = 23) | \$2,351 | 5.6% |
| Central Texas MSAs | \$33,334 (N = 44) | \$42,501 (N = 23) | \$9,167 | 27.5% |
| East & NE Texas MSAs | \$41,251 (N = 82) | \$39,615 (N = 70) | -\$1,636 | -4.0% |
| South Texas MSAs | \$41,251 (N = 13) | \$48,500 (N = 13) | \$7,249 | 17.6% |
| West Texas MSAs | \$44,039 (N = 71) | \$43,215 (N = 65) | -\$824 | -1.9% |
| Non-Metro Areas | \$34,063 (N = 35) | \$43,500 (N = 25) | \$9,437 | 27.7% |
| All Full-Time Paralegals | \$51,571 (N = 1,324) | \$54,739 (N = 1,020) | \$3,168 | 6.1% |

If you began work during the past year with no prior legal experience, what was your starting base salary?

**Table 5
Starting Base Salary**

| Starting Annual Base Salary Full-Time Employees Only | |
|---|---|
| | Percentage Responding All Districts (N = 104) |
| Less than \$20,000 | 13.5% |
| \$20,001 to \$25,000 | 23.1% |
| \$25,001 to \$30,000 | 17.3% |
| \$30,001 to \$35,000 | 21.2% |
| More than \$35,000 | 25.0% |
| 2014 Median Starting Annual Salary | \$32,273 |
| 2010 Median Starting Annual Salary | \$27,301 |
| 2010 to 2014 Difference | \$4,972 |

Salary Structure Continued

How frequently do you receive a salary review?

Table 6
Salary Review Frequency

| Frequency of Salary Review Full Time Employees Only | | | |
|--|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,312) | 2014 Percentage Responding All Districts (N = 1,018) | 2010 to 2014 Difference |
| Every six months | 2.0% | 2.0% | 0.0% |
| Once a year | 61.3% | 57.9% | -3.4% |
| No set schedule | 23.2% | 25.8% | 2.6% |
| Unknown | 7.8% | 8.5% | 0.7% |
| Not Applicable | 5.7% | 5.8% | 0.1% |

Does your employer compensate for overtime?

Table 7
Overtime Compensation

| Compensation for Overtime Full-Time Employees Only | | | |
|---|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,313) | 2014 Percentage Responding All Districts (N = 1,022) | 2010 to 2014 Difference |
| Yes | 63.8% | 61.8% | -2.0% |
| No | 31.2% | 32.0% | 0.8% |
| Unknown | 1.2% | 1.0% | -0.2% |
| Not Applicable | 3.8% | 5.2% | 1.4% |

Salary Structure Continued

If you are compensated for overtime, select the way(s) in which it is disbursed.

**Table 8
Overtime Disbursement**

| Overtime Disbursement Full-Time Employees Only | | | |
|---|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 980) | 2014 Percentage Responding All Districts (N = 658) | 2010 to 2014 Difference |
| Paid overtime at a straight salary rate | 9.0% | 9.7% | 0.7% |
| Paid overtime at a higher rate | 71.6% | 69.9% | -1.7% |
| Choice of pay or time off | 5.3% | 7.9% | 2.6% |
| Compensatory time off | 12.8% | 10.9% | -1.9% |
| Not applicable | 1.2% | 1.5% | 0.3% |

In your position as a paralegal, is there a possibility of a promotion within your firm/organization?

**Table 9
Possibility of Promotion**

| Possibility of Promotion within Firm Full-Time Employees Only | | | |
|--|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,312) | 2014 Percentage Responding All Districts (N = 1,020) | 2010 to 2014 Difference |
| Yes | 14.3% | 15.6% | 1.3% |
| No | 75.5% | 76.6% | 1.1% |
| Unknown | 10.2% | 7.8% | -2.4% |

Is there a maximum salary for your position?

**Table 10
Maximum Salary**

| Maximum Salary for Position Full-Time Employees Only | | | |
|---|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,315) | 2014 Percentage Responding All Districts (N = 1,019) | 2010 to 2014 Difference |
| Yes | 16.7% | 14.7% | -2.0% |
| No | 26.3% | 27.0% | 0.7% |
| Unknown | 56.3% | 57.5% | 1.2% |
| Not Applicable | 0.7% | 0.8% | 0.1% |

Salary Structure Continued

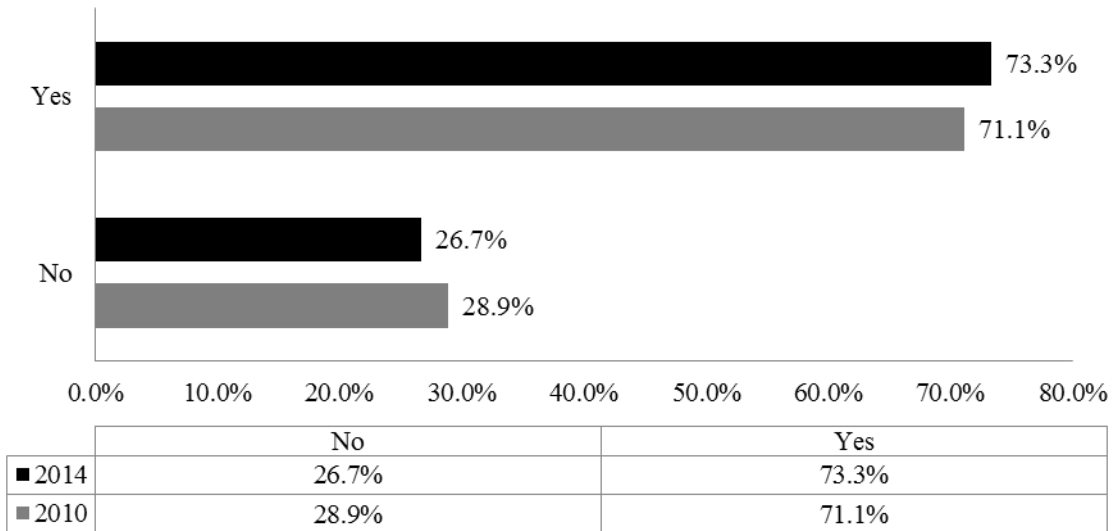
What is the percentage amount of your salary increase in 2014 (over what you earned in 2013)?
(Including cost of living increase or merit increase, but not bonuses or overtime)?

Table 11
Salary Increase

| Percentage Salary Increase in 2014 (Over prior year salary) | | | |
|---|---|---|----------------------------|
| Full-Time Employees Only | | | |
| | 2010 Percentage Responding All Districts (N = 1,284) | 2014 Percentage Responding All Districts (N = 1,006) | 2010 to 2014 Difference |
| 0-1% | 35.2% | 29.7% | -5.5% |
| 2-4% | 36.4% | 38.3% | 1.9% |
| 5-6% | 7.2% | 8.4% | 1.2% |
| 7-8% | 1.9% | 2.9% | 1.0% |
| 9-10% | 2.3% | 3.2% | 0.9% |
| More than 10% | 2.3% | 3.5% | 1.2% |
| Not applicable | 14.7% | 14.0% | -0.7% |
| Median Percent Salary Increase | 3% | 3% | 0.0% |

Did you receive a bonus(es) in 2013?

Figure 7
2013 Bonus



Salary Structure Continued

If you received a bonus(es) in 2013, what was the total dollar amount of your bonus(es) in 2013?

Table 12
2013 Bonus Amount

| Total Dollar Amount of Bonus Full-Time Employees Only (Who Received Bonus) | | | |
|---|--|--|----------------------------|
| | 2010 Percent Responding All Districts (N = 921) | 2014 Percent Responding All Districts (N = 729) | 2010 to 2014 Difference |
| \$1,000 or less | 27.9% | 20.7% | -7.2% |
| \$1,001 - \$2,500 | 28.9% | 27.8% | -1.0% |
| \$2,501 - \$5,000 | 21.8% | 27.6% | 5.7% |
| \$5,001 - \$7,500 | 8.4% | 8.1% | -0.3% |
| \$7,501 - \$10,000 | 5.2% | 6.9% | 1.6% |
| More than \$10,000 | 7.6% | 8.8% | 1.2% |
| Not applicable | 0.2% | 0.1% | -0.1% |
| Median Bonus | \$2,148 | \$2,632 | \$484 |

If you received a bonus(es), how is your bonus(es) determine?

| How Bonus was Determined Full-Time Employees Only (Who Received a Bonus) | | | |
|---|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 928) | 2014 Percentage Responding All Districts (N = 734) | 2010 to 2014 Difference |
| Performance/merit | 44.1% | 41.1% | -3.0% |
| Length of time with employer | 34.4% | 19.8% | -14.6% |
| Set dollar amount | 14.0% | 14.3% | 0.3% |
| By percentage or formula | 20.7% | 18.3% | -2.4% |
| Number of hours billed | 12.5% | 15.4% | 2.9% |
| Income earned for your employer | 18.2% | 19.5% | 1.3% |
| Unknown | 26.2% | 29.4% | 3.2% |
| Not Applicable | 1.4% | 2.2% | 0.8% |

Billing

Are you required to bill a minimum number of hours?

Table 13
Minimum Billing Requirement

| Have a Minimum Billing Requirement Full-Time Employees Only | | | |
|--|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 1,317) | 2014 Percentage All Districts (N = 1,022) | 2010 to 2014 Difference |
| Yes | 28.3% | 28.6% | 0.3% |
| No | 62.0% | 60.2% | -1.8% |
| Not Applicable | 9.6% | 11.3% | 1.7% |

If you have a billable requirement, how many hours per week are you required to bill?

The table below includes only respondents who indicated they have a minimum billing requirement.

Table 14
Minimum Billable Hours Requirement

| Minimum Billable Hours Requirement Full-Time Employees Only | | | |
|--|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 368) | 2014 Percentage All Districts (N = 292) | 2010 to 2014 Difference |
| 0-20 hours | 9.5% | 10.3% | 0.8% |
| 21-30 hours | 24.5% | 30.5% | 6.0% |
| 31-40 hours | 59.8% | 54.5% | -5.3% |
| 41+ hours | 3.8% | 4.1% | 0.3% |
| Not applicable | 2.4% | 0.7% | -1.7% |
| Median Billable Hours Requirement | 33 | 33 | 0 |

Billing Continued

If you have a billable requirement, are you required to account for administrative hours?

The table below includes only respondents who indicated they have a minimum billing requirement.

Table 15
Minimum Administrative Hours Requirement

| Required to Account for Administrative Hours Full-Time Employees Only | | | |
|--|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 366) | 2014 Percentage All Districts (N = 289) | 2010 to 2014 Difference |
| Yes | 66.4% | 61.9% | -4.5% |
| No | 31.4% | 36.7% | 5.3% |
| Not Applicable | 2.2% | 1.4% | -0.8% |

Are your billable hours charged at an hourly rate?

Table 16
Billable Hours at Hourly Rate

| Billable Hours Charged at Hourly Rate Full-Time Employees Only | | | |
|---|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 1,093) | 2014 Percentage All Districts (N = 878) | 2010 to 2014 Difference |
| Yes | 71.4% | 71.2% | -0.2% |
| No | 1.5% | 2.1% | 0.6% |
| Unknown | 0.6% | 0.5% | -0.1% |
| Not Applicable | 26.5% | 26.3% | -0.2% |

Billing Continued

If your time is billed at an hourly rate, what is the dollar amount of your hourly billing rate?

The table below includes only respondents who indicated their billable hours are charged at an hourly rate.

**Table 17
Hourly Rate**

| Billable Hours Hourly Rate Full-Time Employees Only | | | |
|--|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 761) | 2014 Percentage All Districts (N = 613) | 2010 to 2014 Difference |
| \$36 to \$50 | 3.2% | 1.8% | -1.4% |
| \$51 to \$65 | 2.9% | 3.1% | 0.2% |
| \$66 to \$80 | 16.8% | 9.0% | -7.8% |
| \$81 to \$95 | 15.5% | 12.9% | -2.6% |
| \$96 to \$110 | 16.6% | 12.1% | -4.5% |
| \$111 to \$125 | 17.5% | 15.8% | -1.7% |
| More than \$125 | 27.6% | 45.4% | 17.8% |
| Median Hourly Rate | \$109 | \$121 | \$12 |

Billing Continued

If your time is billed at an hourly rate, what is the dollar amount of your hourly billing rate?
 The table below includes only respondents who indicated their billable hours are charged at an hourly rate.

Table 18
Hourly Rate by MSA

| Metropolitan Statistical Area (MSA) | 2010 to 2014 Paralegal Hourly Rates by MSA: Full-Time Paralegals | | 2010 to 2014 Change | |
|-------------------------------------|---|--------------------|---------------------|----------------|
| | 2010 | 2014 | Difference | Percent Change |
| Houston-The Woodlands-Sugarland MSA | \$108 (N = 176) | \$127 (N = 100) | \$19 | 17.6% |
| Dallas-Fort Worth-Arlington MSA | \$118 (N = 222) | \$126 (N = 164) | \$8 | 6.8% |
| Austin-Round Rock MSA | \$120 (N = 113) | \$128 (N = 131) | \$8 | 6.7% |
| San Antonio-New Braunfels MSA | \$107 (N = 64) | \$121 (N = 45) | \$14 | 13.1% |
| El Paso MSA | \$89 (N = 25) | \$89 (N = 31) | \$0 | 0.0% |
| Corpus Christi MSA | \$73 (N = 6) | ~ (N = 4) | ~ | ~ |
| Beaumont-Port Arthur MSA | \$84 (N = 24) | \$87 (N = 17) | \$3 | 3.6% |
| Central Texas MSAs | \$88 (N = 27) | \$88 (N = 15) | \$0 | 0.0% |
| East & NE Texas MSAs | \$80 (N = 47) | \$90 (N = 32) | \$10 | 12.5% |
| South Texas MSAs | \$76 (N = 9) | \$95 (N = 8) | \$19 | 25.0% |
| West Texas MSAs | \$95 (N = 52) | \$104 (N = 43) | \$9 | 9.5% |
| Non-Metro Areas | \$80 (N = 14) | \$120 (N = 10) | \$40 | 50.0% |

Billing Continued

Does your firm bill for paralegals at different rates?

**Table 19
Firm Paralegal Rates**

| Firm Bills for Paralegals at Different Rates Full Time Employees Only | | | |
|--|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 1,147) | 2014 Percentage All Districts (N = 912) | 2010 to 2014 Difference |
| Yes | 46.5% | 46.7% | 0.2% |
| No | 23.1% | 20.9% | -2.2% |
| Unknown | 6.7% | 6.9% | 0.2% |
| Not Applicable | 23.7% | 25.4% | 1.7% |

If your firm bills for paralegals at different rates, please state the following:

Numbers in the table below are percentages of respondents selecting the listed reasons for billing for paralegals at different rates. Results are limited to those who indicated their firms bill for paralegals at different rates. Note that percentages will not sum to 100, as respondents were allowed more than one selection.

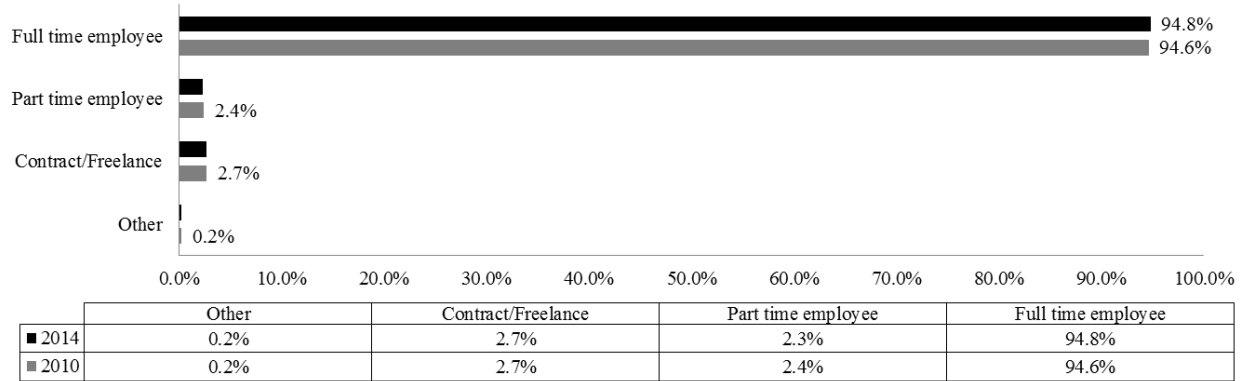
**Table 20
Firm Paralegal Rates - Reasons**

| Reasons for Different Rates Full Time Employees Only | | | |
|---|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 711) | 2014 Percentage All Districts (N = 636) | 2010 to 2014 Difference |
| Rates based on the paralegal's experience | 48.7% | 45.3% | -3.4% |
| Rates based on the type of case | 32.6% | 25.8% | -6.8% |
| Rates based on certification | | 15.9% | |
| Other | 18.0% | 11.9% | -6.1% |
| Not applicable | 0.7% | 1.1% | 0.4% |

Education/Experience/Professionalism

What is your employment status?

**Figure 8
Employment Status**



Please select any paralegal training you have received.

Numbers in the table below are percentages of respondents selecting the listed levels of paralegal training. Note that percentages will not sum to 100, as respondents were allowed more than one selection.

**Table 21
Paralegal Training**

| Paralegal Training | | | |
|---|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 1,425) | 2014 Percentage All Districts (N = 1,094) | 2010 to 2014 Difference |
| Associate's Degree in Paralegal Studies | 25.1% | 26.0% | 0.9% |
| Bachelor's Degree in Paralegal Studies | 5.6% | 6.8% | 1.2% |
| Master's degree in Paralegal Studies | 1.2% | 1.8% | 0.6% |
| On the job training | 54.9% | 55.6% | 0.7% |
| Courses in a paralegal program | 22.3% | 22.7% | 0.4% |
| Completed paralegal certificate program | 44.4% | 43.1% | -1.3% |
| Legal courses at college while obtaining a degree | 12.6% | 12.5% | -0.1% |
| Other | 13.8% | 12.5% | -1.3% |
| None | 1.1% | 1.1% | 0.0% |

Education/Experience/Professionalism Continued

What is your highest level of education?

**Table 22
Highest Level of Education**

| Highest Level of Education | | | |
|------------------------------|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 1,415) | 2014 Percentage All Districts (N = 1,090) | 2010 to 2014 Difference |
| High School-GED | 4.1% | 5.2% | 1.1% |
| Paralegal certificate | 7.8% | 7.0% | -0.8% |
| Less than 1 year of college | 4.5% | 5.0% | 0.5% |
| Less than 2 years of college | 14.0% | 12.5% | -1.5% |
| Associate's Degree | 25.2% | 24.0% | -1.2% |
| Bachelor's Degree | 38.3% | 38.7% | 0.4% |
| Master's Degree | 6.0% | 7.0% | 1.0% |
| PhD | 0.2% | 0.6% | 0.4% |

How many years of experience do you have as a paralegal?

**Table 23
Years of Experience**

| Years of Experience as a Paralegal | | | |
|------------------------------------|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 1,407) | 2014 Percentage All Districts (N = 1,089) | 2010 to 2014 Difference |
| Less than 1 year | 2.0% | 1.8% | -0.2% |
| 1 year | 1.0% | 2.8% | 1.8% |
| 2-5 years | 12.0% | 9.5% | -2.5% |
| 6-10 years | 17.0% | 16.3% | -0.7% |
| 11-15 years | 17.0% | 13.5% | -3.5% |
| 16-20 years | 18.0% | 14.5% | -3.5% |
| More than 20 years | 32.0% | 41.6% | 9.6% |
| Median Years Paralegal Experience | 15 | 18 | 3 |

Education/Experience/Professionalism Continued

How many years have you worked in the field of law?

Table 24
Years Worked in Law

| Years of Experience in Law | | | |
|-------------------------------|--|--|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,394) | 2014 Percentage Responding All Districts (N = 1,088) | 2010 to 2014 Difference |
| Less than 1 year | 2.1% | 1.0% | -1.1% |
| 1 year | 1.0% | 2.6% | 1.6% |
| 2-5 years | 10.0% | 7.5% | -2.5% |
| 6-10 years | 15.9% | 12.5% | -3.4% |
| 11-15 years | 15.5% | 14.6% | -0.9% |
| 16-20 years | 16.4% | 13.5% | -2.9% |
| More than 20 years | 39.0% | 48.3% | 9.3% |
| Median Years Legal Experience | 17 | 19 | 2 |

How many years have you been employed as a paralegal with your present employer?

Table 25
Years With Present Employer

| Years as Paralegal With Present Employer | | | |
|--|--|--|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,404) | 2014 Percentage Responding All Districts (N = 1,084) | 2010 to 2014 Difference |
| Less than 1 year | 11.7% | 12.9% | 1.2% |
| 1 year | 7.0% | 7.4% | 0.4% |
| 2-5 years | 36.2% | 28.1% | -8.1% |
| 6-10 years | 21.3% | 23.6% | 2.3% |
| 11-15 years | 11.8% | 12.7% | 0.9% |
| 16-20 years | 5.8% | 6.6% | 0.8% |
| More than 20 years | 6.3% | 8.6% | 2.3% |
| Median Years With Present Employer | 5 | 6 | 1 |

Education/Experience/Professionalism Continued

Please select the certification exams you have taken.

Numbers in the table below are percentages of respondents indicating they have taken the various certification exams. Note that percentages will not sum to 100, as respondents were allowed more than one selection.

**Table 26
Certifications**

| Certification Exams Taken | | | |
|---------------------------|--|--|----------------------------|
| | 2010 Percentage All Districts (N = 1,425) | 2014 Percentage All Districts (N = 1,062) | 2010 to 2014 Difference |
| TBLS | 12.6% | 17.7% | 5.1% |
| NALA | 25.5% | 25.5% | 0.0% |
| NFPA | 1.1% | 1.4% | 0.3% |
| None of the Above | 63.5% | 62.1% | -1.4% |

If your response to the question above is “None of the above”, does your employer:

**Table 27
Certifications – Employer Actions**

| Employer Certification Actions | |
|--------------------------------|--|
| | 2014 Percentage Responding All Districts (N = 603) |
| Encourage certification | 23.9% |
| Require certification | 1.0% |
| None of the above | 61.5% |
| I do not know | 14.9% |

Education/Experience/Professionalism Continued

If certification is required by your employer are you:

**Table 28
Required Certification – Future Plans**

| Future Certification Plans: Those required by employer | |
|--|---|
| | 2014 Percentage Responding All Districts (N = 4) |
| Currently scheduled to sit for a certification exam | 0.0% |
| Planning to sit for a certification exam within the year | 50.0% |
| None of the above | 50.0% |

Which certification exam will you pursue, if any?

**Table 29
Future Certification Plans**

| Future Certification Plans | |
|----------------------------|--|
| | 2014 Percentage Responding All Districts (N = 746) |
| NALA | 27.7% |
| NFPA | 5.2% |
| TBLS | 29.4% |
| None of the above | 49.7% |

Education/Experience/Professionalism Continued

Did/will certification(s) increase your salary or hourly wage?

**Table 30
Certification Income Impact**

| Certification Income Impact | |
|-----------------------------|--|
| | 2014 Percentage Responding All Districts (N = 746) |
| Yes | 19.1% |
| No | 44.2% |
| I do not know | 36.7% |

Did/will certification(s) help you advance your career?

**Table 31
Certification Career Advancement Impact**

| Certification Career Advancement Impact | |
|---|---|
| | 2014 Percentage Responding All Districts (N = 746) |
| Yes | 37.3% |
| No | 30.0% |
| I do not know | 32.7% |

Benefit Package

How many sick/personal days do you receive per year?

**Table 32
Sick/Personal Days**

| Number of Sick/Personal Days per Year | | | |
|---------------------------------------|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,397) | 2014 Percentage Responding All Districts (N = 1,070) | 2010 to 2014 Difference |
| None | 12.2% | 13.1% | 0.9% |
| 1-3 days | 5.4% | 4.8% | -0.6% |
| 4-6 days | 28.7% | 27.9% | -0.8% |
| 7-10 days | 30.5% | 27.7% | -2.8% |
| More than 10 days | 23.1% | 26.6% | 3.5% |
| Median Number of Sick/Personal Days | 7 | 7 | 0 |

How many vacation days do you receive per year of service?

**Table 33
Vacation Days**

| Number of Vacation Days per Year | | | |
|----------------------------------|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,379) | 2014 Percentage Responding All Districts (N = 1,063) | 2010 to 2014 Difference |
| None | 6.2% | 7.8% | 1.6% |
| 1-5 days | 11.5% | 8.2% | -3.3% |
| 6-10 days | 26.3% | 24.6% | -1.7% |
| 11-15 days | 29.9% | 30.4% | 0.5% |
| 16-20 days | 14.9% | 14.8% | -0.1% |
| More than 20 days | 11.2% | 14.3% | 3.1% |
| Median Number of Vacation Days | 12 | 12 | 0 |

Benefit Package Continued

How many paid holidays does your employer off per year?

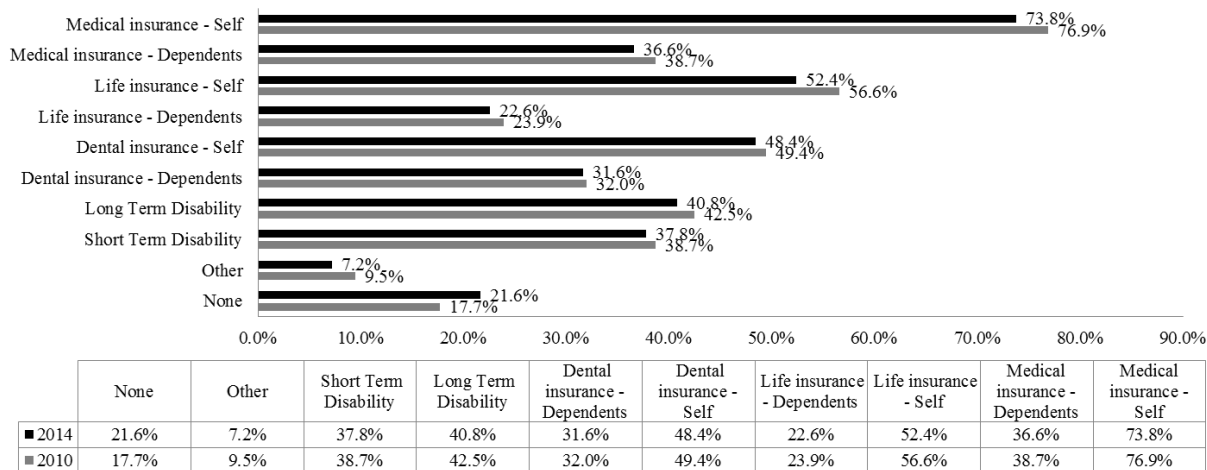
**Table 34
Paid Holidays**

| Number of Paid Holidays per Year | | | |
|----------------------------------|-------------------------------|-------------------------------|----------------------------|
| | 2010 Percentage Responding | 2014 Percentage Responding | 2010 to 2014 Difference |
| | All Districts (N = 1,402) | All Districts (N = 1,076) | |
| None | 3.0% | 3.4% | 0.4% |
| 1-5 days | 22.2% | 17.1% | -5.1% |
| 6-10 days | 63.3% | 64.3% | 1.0% |
| More than 10 days | 11.5% | 15.1% | 3.6% |
| Median Number of Paid Holidays | 8 | 8 | 0 |

Select the insurance benefits provided by your employer.

Numbers in the chart below are percentages of respondents selecting the listed insurance benefits.

**Figure 9
Insurance Benefits**

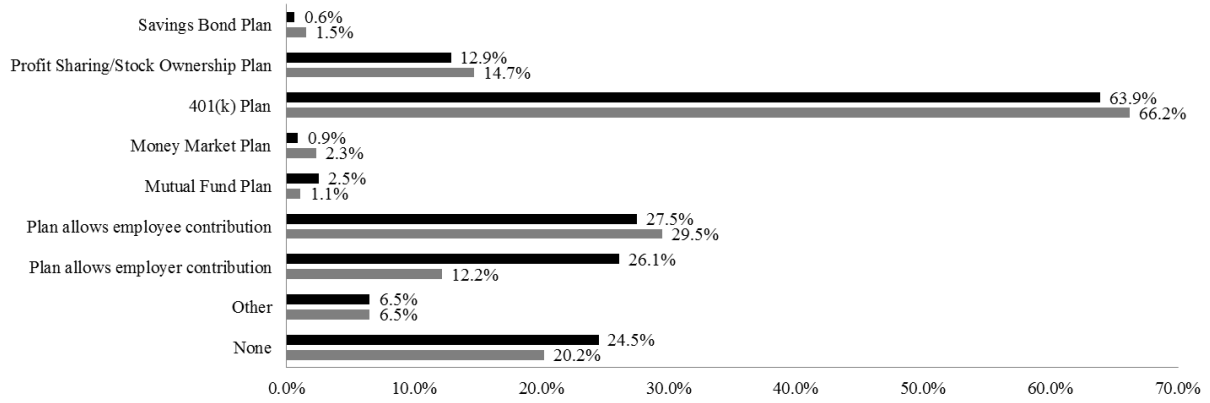


Benefit Package Continued

Select the retirement or pension plan provided by your employer.

Numbers in the chart below are percentages¹ of respondents selecting the listed insurance benefits.

**Figure 10
Retirement/Pension Plans**



| | None | Other | Plan allows employer contribution | Plan allows employee contribution | Mutual Fund Plan | Money Market Plan | 401(k) Plan | Profit Sharing/Stock Ownership Plan | Savings Bond Plan |
|--------|-------|-------|-----------------------------------|-----------------------------------|------------------|-------------------|-------------|-------------------------------------|-------------------|
| ■ 2014 | 24.5% | 6.5% | 26.1% | 27.5% | 2.5% | 0.9% | 63.9% | 12.9% | 0.6% |
| ■ 2010 | 20.2% | 6.5% | 12.2% | 29.5% | 1.1% | 2.3% | 66.2% | 14.7% | 1.5% |

Select the amount of unpaid maternity/paternity leave provided by your employer.

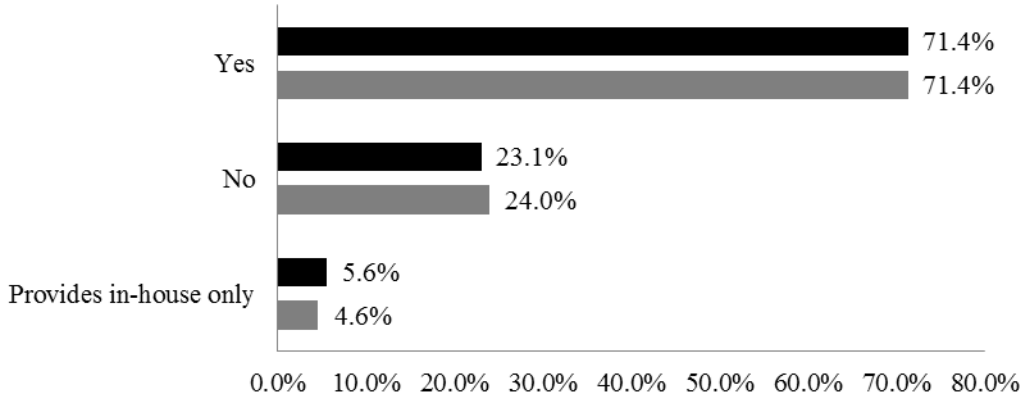
**Table 35
Unpaid Maternity/Paternity Leave**

| Amount of Unpaid Maternity/Paternity Leave | | | |
|--|--|--|-------------------------|
| | 2010 Percentage Responding All Districts (N = 1,351) | 2014 Percentage Responding All Districts (N = 1,048) | 2010 to 2014 Difference |
| None | -- | 17.9% | -- |
| 1-2 weeks | 7.1% | 1.1% | -6.0% |
| 3-6 weeks | 14.1% | 11.4% | -2.7% |
| 7-10 weeks | 3.6% | 3.5% | -0.1% |
| 11-12 weeks | 9.8% | 10.2% | 0.4% |
| More than 12 weeks | 1.4% | 1.2% | -0.2% |
| Unknown | 64.0% | 54.6% | -9.4% |
| Median Number of weeks | 3 | 4 | 1 |

Professional Benefits

Does your employer provide paid CLE?

**Figure 11
Employer Provided CLE**



| | Provides in-house only | No | Yes |
|--------|------------------------|-------|-------|
| ■ 2014 | 5.6% | 23.1% | 71.4% |
| ■ 2010 | 4.6% | 24.0% | 71.4% |

If your employer provides paid CLE, how many hours per year?

The table below includes only those respondents who state their employer provides paid CLE.

**Table 36
Hour of Employer Paid CLE Provided**

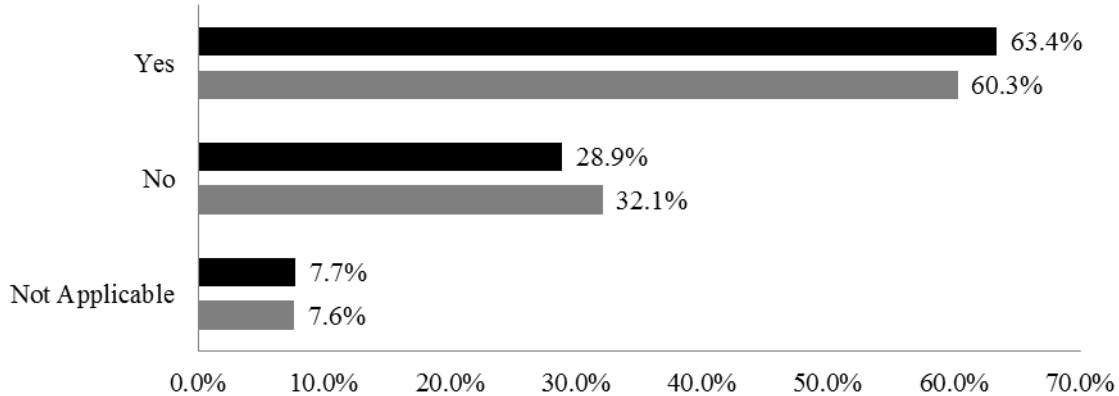
| Paid CLE Hours per Year | | | |
|-------------------------|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 953) | 2014 Percentage Responding All Districts (N = 733) | 2010 to 2014 Difference |
| 1 to 10 | 43.9% | 39.4% | -4.5% |
| 11 to 20 | 30.0% | 31.7% | 1.7% |
| More than 20 | 14.3% | 19.4% | 5.1% |
| Not applicable | 11.9% | 9.5% | -2.4% |
| Median CLE Hours Paid | 13 | 13 | 0 |

Professional Benefits Continued

If your employer provides paid CLE, does it pay for associated travel expenses?

The table below includes only those respondents who state their employer provides paid CLE.

**Figure 12
Employer Provided CLE – Associated Travel Expenses Paid**



| | Not Applicable | No | Yes |
|--------|----------------|-------|-------|
| ■ 2014 | 7.7% | 28.9% | 63.4% |
| ■ 2010 | 7.6% | 32.1% | 60.3% |

Select the professional dues paid by your employer on your behalf.

Numbers in the table below are percentages of respondents selecting the listed professional dues paid by their employer.

**Table 37
Employer Paid Professional Dues**

| Professional Dues Paid by Employer | | | |
|------------------------------------|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,425) | 2014 Percentage Responding All Districts (N = 1,027) | 2010 to 2014 Difference |
| American Bar Association dues | 6.5% | 5.7% | -0.8% |
| Paralegal Division - State Bar | 46.5% | 56.0% | 9.5% |
| Local paralegal association dues | 48.6% | 45.8% | -2.8% |
| NALA/NFPA dues | 20.7% | 19.0% | -1.7% |
| TBLS Annual Dues | -- | 15.6% | -- |
| Local Bar Association dues | -- | 9.4% | -- |
| SBOT Section Dues | -- | 9.3% | -- |
| Other | 7.4% | 6.1% | -1.3% |
| None | 25.7% | 27.2% | 1.5% |

Professional Benefits Continued

Does your employer support active participation in one or more professional associations?

**Table 38
Employer Support for Participation in Professional Associations**

| Employer Supports Active Participation in Professional Associations | | | |
|---|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,370) | 2014 Percentage Responding All Districts (N = 1,042) | 2010 to 2014 Difference |
| Yes | 68.0% | 67.2% | -0.8% |
| No | 13.7% | 15.6% | 1.9% |
| Yes, but only on my own time | 18.3% | 17.2% | -1.1% |

Does your employer provide technology training?

**Table 39
Employer Provided Technology Training**

| Employer Provides Technology Training | | | |
|---------------------------------------|---|---|----------------------------|
| | 2010 Percentage Responding All Districts (N = 1,406) | 2014 Percentage Responding All Districts (N = 1,055) | 2010 to 2014 Difference |
| Yes | 60.8% | 57.1% | -3.7% |
| No | 39.2% | 42.9% | 3.7% |

Does your employer pay certification fees?

**Table 40
Employer Paid Certification Fees**

| Employer pays certification fees | |
|----------------------------------|---|
| | 2014 Percentage Responding All Districts (N = 796) |
| Yes | 42.7% |
| No | 23.4% |
| I do not know | 33.9% |

Demographics

What is your Race/Ethnicity?

**Table 41
Race/Ethnicity**

| Race/Ethnicity | | | |
|---------------------------------------|--|---|----------------------------|
| | 2010 Percentage All Districts (N = 1,419) | 2014 Percentage Responding All Districts (N = 1,072) | 2010 to 2014 Difference |
| White | 76.5% | 75.5% | -1.0% |
| Hispanic/Latino | 13.4% | 13.1% | -0.3% |
| Black/African-American | 4.2% | 5.2% | 1.0% |
| No Response | 2.7% | 2.7% | 0.0% |
| Two or more race/ethnicity categories | 1.5% | 1.8% | 0.3% |
| Asian/Pacific Islander | 1.3% | 1.1% | -0.2% |
| American Indian or Alaska Native | 0.4% | 0.5% | 0.1% |
| Other race/ethnicity | -- | 0.2% | -- |

What is your sex?

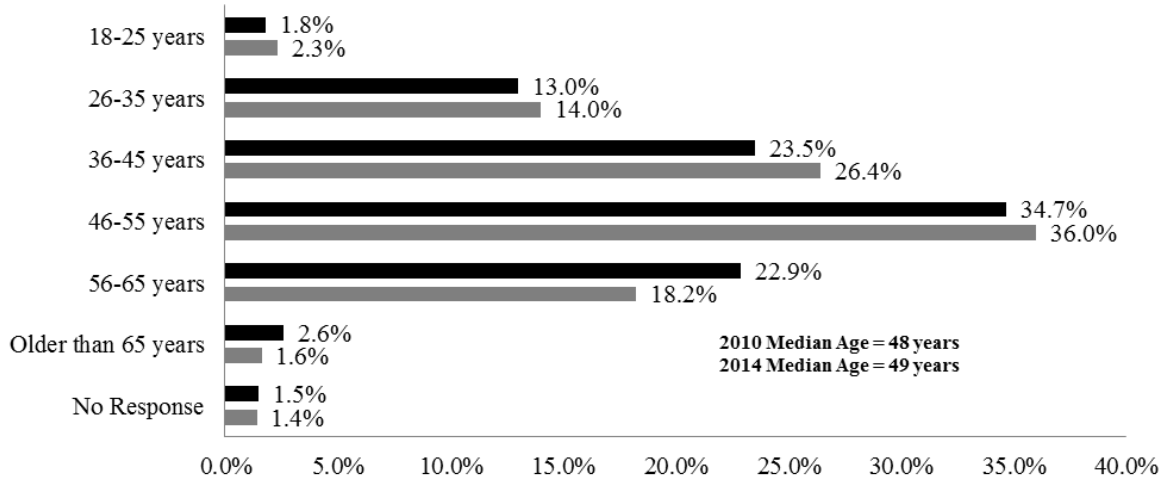
**Table 42
Sex**

| Sex | | | |
|-------------|--|---|----------------------------|
| | 2010 Percentage All Districts (N = 1,417) | 2014 Percentage Responding All Districts (N = 1,071) | 2010 to 2014 Difference |
| Male | 6.5% | 4.5% | -2.0% |
| Female | 92.5% | 94.8% | 2.3% |
| No Response | 1.0% | 0.7% | -0.3% |

Demographics Continued

What is your age?

Figure 13
Age



| | No Response | Older than 65 years | 56-65 years | 46-55 years | 36-45 years | 26-35 years | 18-25 years |
|--------|-------------|---------------------|-------------|-------------|-------------|-------------|-------------|
| ■ 2014 | 1.5% | 2.6% | 22.9% | 34.7% | 23.5% | 13.0% | 1.8% |
| ■ 2010 | 1.4% | 1.6% | 18.2% | 36.0% | 26.4% | 14.0% | 2.3% |

Appendix: Regions and Counties in Each Region

1 Houston-The Woodlands-Sugar Land MSA

Austin
Brazoria
Chambers
Fort Bend
Galveston
Harris
Liberty
Montgomery
Waller

2 Dallas-Fort Worth-Arlington MSA

Collin
Dallas
Denton
Ellis
Hood
Hunt
Johnson
Kaufman
Parker
Rockwall
Somervell
Tarrant
Wise

3 Austin-Round Rock MSA

Bastrop
Caldwell
Hays
Travis
Williamson

4 San Antonio-New Braunfels MSA

Atascosa
Bandera
Bexar
Comal
Guadalupe
Kendall
Medina
Wilson

5 El Paso MSA

El Paso
Hudspeth

6 Corpus Christi MSA

Aransas
Nueces
San Patricio

7 Beaumont-Port Arthur MSA

Hardin
Jefferson
Newton
Orange

Central Texas MSAs

8 Waco MSA

McLennan
Falls

9 Killeen-Temple MSA

Bell
Coryell
Lampasas

East & NE Texas MSAs

10 College Station-Bryan MSA

Brazos
Burleson
Robertson

11 Longview MSA

Gregg
Rusk
Upshur

12 Sherman-Denison MSA

Grayson

13 Texarkana MSA

Bowie

14 Tyler MSA

Smith

15 Victoria MSA

Goliad
Victoria

16 Wichita Falls MSA

Archer
Clay
Wichita

South Texas MSAs

17 Brownsville-Harlingen MSA

Cameron

18 Laredo MSA

Webb

19 McAllen-Edinburg-Mission MSA

Hidalgo

West Texas MSAs

20 Abilene MSA

Callahan
Jones
Taylor

21 Amarillo MSA

Armstrong
Carson
Oldham
Potter
Randall

22 Lubbock MSA

Crosby
Lubbock
Lynn

23 Midland MSA

Martin
Midland

24 Odessa MSA

Ector

25 San Angelo MSA

Irion
Tom Green

State of Texas Metropolitan Statistical Areas (MSA)

26 Non-Metropolitan Counties

| | | | |
|---------------|------------|-------------|---------------|
| Anderson | Erath | Kinney | Refugio |
| Andrews | Fannin | Kleberg | Roberts |
| Angelina | Fayette | Knox | Runnels |
| Bailey | Fisher | Lamar | Sabine |
| Baylor | Floyd | Lamb | San Augustine |
| Bee | Foard | La Salle | San Jacinto |
| Blanco | Franklin | Lavaca | San Saba |
| Borden | Freestone | Lee | Schleicher |
| Bosque | Frio | Leon | Scurry |
| Brewster | Gaines | Limestone | Shackelford |
| Briscoe | Garza | Lipscomb | Shelby |
| Brooks | Gillespie | Live Oak | Sherman |
| Brown | Glasscock | Llano | Starr |
| Burnet | Gonzales | Loving | Stephens |
| Calhoun | Gray | Madison | Sterling |
| Camp | Grimes | Marion | Stonewall |
| Cass | Hale | Mason | Sutton |
| Castro | Hall | Matagorda | Swisher |
| Cherokee | Hamilton | Maverick | Terrell |
| Childress | Hansford | McCulloch | Terry |
| Cochran | Hardeman | McMullen | Throckmorton |
| Coke | Harrison | Menard | Titus |
| Coleman | Hartley | Milam | Trinity |
| Collingsworth | Haskell | Mills | Tyler |
| Colorado | Hemphill | Mitchell | Upton |
| Comanche | Henderson | Montague | Uvalde |
| Concho | Hill | Moore | Val Verde |
| Cooke | Hockley | Morris | Van Zandt |
| Cottle | Hopkins | Motley | Walker |
| Crane | Houston | Nacogdoches | Ward |
| Crockett | Howard | Navarro | Washington |
| Culberson | Hutchinson | Nolan | Wharton |
| Dallam | Jack | Ochiltree | Wheeler |
| Dawson | Jackson | Palo Pinto | Wilbarger |
| Deaf Smith | Jasper | Panola | Willacy |
| Delta | Jeff Davis | Parmer | Winkler |
| De Witt | Jim Hogg | Pecos | Wood |
| Dickens | Jim Wells | Polk | Yoakum |
| Dimmit | Karnes | Presidio | Young |
| Donley | Kenedy | Rains | Zapata |
| Duval | Kent | Reagan | Zavala |
| Eastland | Kerr | Real | |
| Edwards | Kimble | Red River | |
| | King | Reeves | |