



Project Title _____

Date Presented _____ Inn Year _____

Presenting Inn(s) _____ Inn Number _____

Inn City _____ Inn State _____

Contact Person _____ Phone _____

E-mail Address _____

Please consider this project for the Special Project Award Yes No

Project Description:

Be detailed in summarizing the content, structure, and legal focus of your project. Please attach additional sheets if necessary.

Project Materials:

*The following materials checklist is intended to insure that all the materials that are required to duplicate this special project are included in the materials submitted to the national office. **Please include a copy of any of the above existing materials with your project submission.***

- | | | | | | | |
|-------------------------|----------|------------------|---|--------------|-------------------|----------|
| Script | Articles | Citations of Law | Legal Documents | Fact Pattern | List of Questions | Handouts |
| PowerPoint Presentation | CD | DVD | Other Media <i>(Please specify)</i> _____ | | | |

Special Equipment or Special Arrangements:

i.e., DVD and TV, black board with chalk, easel for diagrams, etc.

Special Project Submission Form

Project Timeline:

List the segments of the project and the approximate time each item took. Please try to indicate the amount of planning that is involved and if any special arrangements are required beforehand.

Item	Time

Comments:

Clarify the procedure, suggest additional ways of performing the same demonstration, or comment on the response from the Inn members regarding the demonstration.

Special Project Award: Please complete this section *only* if the project is being submitted for award consideration.

Describe how your project fits the Special Project Award criteria:

Mission: How did the project promote or incorporate the elements of the mission of the American Inns of Court? *(To foster excellence in professionalism, ethics, civility, and legal skills.)*

Community: How did the project reach the legal community or community-at-large?

Questions:

Please contact program library staff at (703) 684-3590 or programlibrary@innsforcourt.org.