

NOMINATION GUIDELINES

Pro bono programs, legal services offices, public defender programs, individual lawyers and the public are encouraged to nominate state or local bar associations for the award. Such bar associations may also submit their own applications. To ensure completeness, the nomination packet, should include:

- I. Nomination Information Sheet. The first page of the packet should be the nominee information sheet.
- II. Nomination Narrative. Using as many pages as necessary, provide:
 - a detailed description of the project, the date the project began, and specific, quantifiable data regarding project accomplishments;
 - a description of the types and the names of staff hired and the amount of time they devote to the project. If no staff is utilized by the project, a detailed description of the amount of time devoted to the project by volunteers;
 - if the project provides direct services to clients, a description of the rules of eligibility for the services, including the types of cases handled and courts in which counsel appeared;
 - a description of the relationship between the bar project and any existing legal services or public defender offices;
 - any newspaper clippings or other publicity received by the bar project;
 - any information regarding the impact the bar project has had upon the client community, the community in general, or the development of law in the jurisdiction; and
 - a description of the specific role of the organized bar in the development and operation of the project.

Nominations and supporting materials should be on 8 1/2 x 11 inch paper. Please send an original and ten (10) copies of each nomination and supporting materials. All material should be three-hole punched. Each set of materials should be collated. Nominations must be received by April 1, 2008 to be considered.

SELECTION PROCESS

Nominations will be judged by a joint committee appointed by the President of the National Legal Aid and Defender Association and the Chair of the American Bar Association Standing Committee on Legal Aid and Indigent Defendants, co-sponsors of the award. All decisions of the judges will be final and binding.