

# E. Smythe Gambrell Awards

## Instructions and Guidelines — 2012

The American Bar Association, through the [Standing Committee on Professionalism](#) and the Center for Professional Responsibility, is pleased to announce its 22<sup>nd</sup> Annual Award Competition for projects aimed at enhancing professionalism among lawyers.

Up to three awards, each in the amount of \$3,500.00, will be presented. The awards are generously supported by the E. Smythe Gambrell Fund for Professionalism. This fund was established in 1984 as the E. Smythe Gambrell Justice Fund by the ABA Board of Governors and was renamed in 1990 when it was dedicated to supporting programs in professionalism.

### 1. Eligibility

Law schools, state and local bar associations, law firms and not-for-profit law related organizations are eligible for the awards. Programs submitted for consideration must be ongoing and have operated for at least one year prior to the entry deadline. [Past Gambrell Award](#) winning projects are ineligible.

Submissions are maintained and will be considered for two years: the award year of submission and the following award year. Award submissions may not be made in consecutive years (e.g., a project nominated but not selected for the Award in 2012 should not submit a new application until 2014).

**Written submissions should not exceed 50 typewritten pages in total, including any exhibits.** Please specify the nature and use of any materials submitted as exhibits accompanying this application.

#### **All entries must include the following items:**

1. A completed Award Application Cover Sheet
2. Project Description: Not to exceed three typewritten double-spaced pages
  - Please provide a one-page executive summary of your project, not to exceed 300 words, using 12 point font and standard margins, and a detailed description of the project, including plans for continuing operation.
3. Assessment of Project: Not to exceed three pages
  - a. State the specific goals/objectives of the project and how it seeks to enhance the professionalism of lawyers and/or law students.
  - b. State how the success of the project is being measured/evaluated.

- c. State how the goals are being met and how they are improving the professionalism of the lawyers and/or law students.
  - d. Provide evidence to demonstrate the effectiveness of the project.
    - Include any relevant documentation such as newspaper articles and letters of recommendations.
4. Project Continuation – To Do Kit: Not to exceed three pages
- Outline how the project can be duplicated and implemented by others.
  - Include suggestions or recommendations for improvement or simplification that you would offer to others who might undertake a project similar to this one.

## **2. Judging Criteria**

The purpose of the E. Smythe Gambrell Awards is recognition of bar associations, law schools, law firms, and not-for-profit law-related organizations that have established effective, on-going programs to help ensure the maintenance of the highest principles of integrity and dedication to the legal profession and the public.

The entries, which are to be no more than the equivalent of 50 typewritten pages including exhibits and attachments, will be reviewed under the direction of the [ABA Standing Committee on Professionalism](#). Factors that will be considered in selecting the awardees will be the distinguishing and particularly meritorious features of the program, including, but limited to:

- a. Overall quality of the program
- b. Ease with which other interested groups throughout the country can replicate the program
- c. Established history and success of the program
- d. Likelihood of continuation of the program
- e. Breadth of the program for all experience levels of law students and/or lawyers
- f. Proactive nature of the program
- g. Success and effectiveness of the program

### 3. Application Procedures

- a. **Applications must be submitted electronically via email.** Each submission must include the completed Award Application Cover Sheet; Project Description; Assessment of Project and Project Continuation – To Do Kit described above; and all exhibits or attachments. Faxed applications will NOT be accepted.
- b. All award entries **MUST be received on or before March 30, 2012.** Please send all entries to Ms. Kimley Grant at [Kimley.Grant@americanbar.org](mailto:Kimley.Grant@americanbar.org).

*If your submission includes videotapes or books, these materials **only** should be sent to the address below, with reference to the submitting Organization.*

#### **E. Smythe Gambrell Professionalism Awards**

**American Bar Association  
Center for Professional Responsibility  
321 N. Clark Street  
Chicago, Illinois 60654**

- c. All entries, including exhibits, become the property of the American Bar Association and will not be returned. The ABA has the right to distribute or post on its Web site copies of the applications.
- d. The awards will be presented at the American Bar Association's August 2012 Annual Meeting in Chicago, Illinois. Award recipients will be notified in June 2012.

Questions regarding the awards should be directed to Paul Haskins at (312) 988-5175, email: [Paul.Haskins@americanbar.org](mailto:Paul.Haskins@americanbar.org).