

Communities Program Planning Form

The Communities are invited to start their program planning for FY 20-21. As a part of this planning process, Community steering committee members and planners will have an opportunity to meet with the Communities Office Staff to discuss programming strategies, processes and content development for the upcoming year. If you have any questions about scheduling, email Abi Baxendale, Manager, Events at abaxendale@dcbar.org. Please note, program planning sessions are held before the Community's first program in the new fiscal year that begins July 1. **Deadline for submission is August 1, 2020.**

Please note: If you are submitting more than six (6) programs, you will need to submit additional pdf forms. To submit this PDF Form, complete it, save it, then email it to: communities@dcbar.org

Steering Committee Member Name Submitting
Form

Phone #

Please provide the name of the person
who is completing this form.

Community:

Email Address:

MANDATORY MINIMUM OF SIX (6) PROGRAMS PER COMMUNITY. Many communities plan more than the minimum six programs, as a reference, however, we are providing guidance on six program structures you can follow:

1. **Lawyer to Lawyer** (required) – lunchtime meeting hosted by two experienced attorneys in your Community's practice area
2. **Fall/Spring Fireside Chat** – online fireside chat with a high-level speaker in your practice area or, alternatively, a structured networking event with members of your community
3. **Community 101 Presentation** – introductory lecture/presentation on your Community's area of law (1 or 2 speakers)
4. **Hot Topic Panel or Round Table** – discussion around an emerging issue or recent decision (1 to 4 speakers)
5. **Yearly update** – panel or presentation on developments in your community's area of practice (1 to 4 speakers). Consider working with a related community
6. **Law Student Podcast** – short recorded interview conducted by members of the Law Student Community (1 or 2 interviewees)

Communities standardized price points will be applied to all programs and will be setup by the Communities Office.

Program 1

Program Title/Topic and Short Description

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Proposed Program Date

Location (Select One)

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Program 2

Program Title/Topic and Short Description

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Proposed Program Date

Location (Select One)

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Program 3

Program Title/Topic and Short Description

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Proposed Program Date

Location (Select One)

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Program 4

Program Title/Topic and Short Description

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Proposed Program Date

Location (Select One)

Program Contact Name	Program Contact Email	Program Contact Phone #

Program 5

Program Title/Topic and Short Description

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Proposed Program Date

Location (Select One)

Program Contact Name	Program Contact Email	Program Contact Phone #

Program 6

Program Title/Topic and Short Description

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Proposed Program Date

Location (Select One)

Program Contact Name	Program Contact Email	Program Contact Phone #