

**FEDERAL BAR ASSOCIATION**  
**2013 ANNUAL MEETING AND CONVENTION**  
**REQUEST FOR PRESENTATIONS**

**San Juan Puerto Rico • September 26-27, 2013**



**The Call for Presentations schedule:**

Presentation proposals are due to the FBA office by **March 8, 2013**.

Decisions are e-mailed to proposed speakers by **April 1, 2013**.

**Conference Curriculum/Topics**

When developing the conference curriculum, our goal is to provide a balanced program that meets the variety of skill levels and interests of the conference audience, presented by speakers of the highest quality who represent the diversity of the Federal Bar Association membership. Presentation proposals should have broad appeal across practice areas and pertain to one of the following topics:

<b>Judiciary (7 Classes)</b>	<b>Obama Administration (7 Classes)</b>	<b>Current Events (2 Concurrent Classes)</b>
Re-Entry Courts	Obamacare Implementation	Social Media and Protecting your Client
Judicial Vacancies	Unemployment	Future of the Legal Profession
Notable Court Decisions	Policies and their Impact	Skills Building Session
Supreme Court	Challenges for the Administration	
Constitutionality of Bans/ Same Sex marriage	Economy	
Future of affirmative action	Veterans/Military Issues	
Changes in Federal Rules (ie Expert Rules, Subpoena Rules, Privacy Rules)		



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### Presentation Guidelines

The presentation should address one of the educational tracks and program categories listed. Presentations should be one hour in length, including a brief segment for questions and answers. All presentations included in the conference will be available for continuing legal education (CLE) accreditation. Presentations should consist of no more than four speakers, including the moderator.

### Evaluation Process

Select members and staff of the FBA will evaluate all presentation proposals based on the following criteria:

- overall quality
- relevance to the legal community
- well-defined focus within the presentation track structure
- practical applications of material
- timeliness of the topic
- speaker qualifications

To be considered as a speaker, the presentation must be educational in nature — that is, sales presentations, business promotion, showcase of a service or product will not be accepted. In addition, the material should be original and all sources must be referenced. For multiple speakers, each speaker must agree to the submission guidelines. Incomplete presentation submissions will not be considered.

### Our Mutual Commitment

The FBA expects presenters:

- To arrange their own transportation and lodging, either by their own means or through an FBA section.
- To acknowledge they are available to speak during any timeframe of the conference and as such will not request a change to the session time frame assigned if selected.
- To replace a speaker on their panel if one cancels.
- To work closely with conference organizers before the conference and meet all deadlines.
- To design and provide high-quality PowerPoint presentations, in electronic format, by the deadline given.
- To give the FBA permission to audio record the session for the purpose of selling or otherwise using the recording at a later time; and agree that FBA shall be the exclusive owner of such recording.
- To recognize that a conference presentation is an opportunity to share information and is not a showcase for promotion of business, practice, service or product.

In Return, the FBA will:

Provide a complimentary registration for the social events on the day of the presentation and grant speakers valuable professional exposure.

### Honoraria

The FBA has a tradition of using educational conference sessions as a platform for innovation in the field of legal issues. We look for contributors who are willing to share their expertise without expectation of payment.

### How to Apply

Email the following to Kate Faenza Koch, [KKoch@fedbar.org](mailto:KKoch@fedbar.org) by **March 8, 2013**:

1. A two paragraph summary of the presentation (highlighting the relevance and importance of the subject)
2. A list of the speakers with one paragraph biographies

The final program selections and notifications will be made and participants notified by **April 1, 2013**.

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## REQUEST FOR PRESENTATION FORM

FEDERAL BAR ASSOCIATION

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Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Phone \_\_\_\_\_ Contact E-mail Address \_\_\_\_\_

Contact Signature \_\_\_\_\_

Member of the FBA: ☐ Yes ☐ No