

Rules for the Canadian Sponsorship
IMLA In Canada Program

I. Eligibility

1. Eligibility is limited to lawyers who are:

- a. practicing law in Canada;
- b. a significant component of whose practice in the 12 months preceding the date of their application has been municipal law; and
- c. who reside and practice law in a province other than the province in which the IMLA in Canada Program is being held in any given year.

2. Eligibility is not restricted to IMLA members. II.

Applications

1. Those interested in applying for the funding to attend an IMLA Conference should apply in writing to IMLA Office.

2. Applications must be both faxed and e-mailed to IMLA at fax number (202) 785-0152; e-mail of: info@imla.org, or to such new addresses as directed to by IMLA.

3. Applications must include the following information about the applicant:

- name, address, e-mail address, fax number and telephone number;
- details of the applicant's municipal law experience, including approximate percentage of the applicant's practice spent on municipal law;
- a proposal of not less than 300 words describing the applicant's topic/presentation on Canadian municipal law; and
- a brief sample of the applicant's written work.

4. The applicant may also include other information that he or she feels will be helpful to the selecting panel.

III. Deadline

The deadline for applications to be received shall be February, 28 2014. Applications should be submitted no later than 4:00 PM EST.

IV Selection Process

1. The successful applicant will be chosen by a panel of three Canadian Department members.

2. The selection panel will include the Chair and Recorder of the Canadian Department and the Regional Vice President for Canada. In the case of a person holding more than one of these offices or being unavailable, the panel is to be selected by the two panelists choosing to either proceed as a panel of two, or by selecting a third person.

3. The panel will select the successful applicant and notify IMLA of their selection by, as much as possible, four weeks prior to the start of the meeting.

V. Applicant's Obligations

1. The successful applicant must be available to attend the IMLA in Canada Day and must prepare a paper and a presentation (on the topic indicated in his or her application) for the meeting. The presentation time and date during the Conference will be scheduled by IMLA. The paper must be between 15 and 35 pages long, and is subject to the same requirements and deadlines as other IMLA speaker papers. (Additional information on deadlines and speaker and paper requirements is available at the IMLA in Canada page at the IMLA Web site at www.imla.org.)

VI. Expenses Covered

1. The Canadian Scholarship Fund will cover the following costs up to a total of \$2,000.00:

- a. the reasonable cost (coach or economy class) of airfare or other transportation;
- b. the IMLA in Canada registration fee;
- c. the paper copying costs. (Papers presented at IMLA conferences are copied by the presenter. The number of copies is set by IMLA at 150 copies for this event.
- d. hotel accommodation (at IMLA Conference rates).

The fund will NOT cover the cost of meals or any other expenses, and these remain the responsibility of the successful applicant.

VII. Other

IMLA can change or add to these rules as may be necessary or desirable.

For further information on the Canadian Scholarship Program, contact Veronica Kleffner at vkleffner@imla.org, or by calling (202) 466-5424, ext. 7111.