



American Mock Trial Association
Online Tournament Host Type 1 Proposal
Regional and Opening Round Championship Tournaments

SUBMISSION DEADLINE:
December 1, 2020

Introduction

The core of AMTA's mission is to teach students through preparation for and competition in mock trial tournaments. To that end, our regional tournaments and opening round championship tournaments are central to the experience of our member schools.

AMTA's Tournament Administration Committee ("TAC") is responsible for organizing sanctioned competition. The Site Selection Subcommittee of TAC reviews proposals from interested parties and selects each year's tournament hosts.

The Subcommittee evaluates each proposal using the following criteria:

- Overall quality of the proposal
- Experience and reliability of organizers hosting via an online platform
- Record of successful judge recruitment in the past

Eligibility

Sanctioned tournaments are awarded to AMTA-member schools, other post-secondary institutions (such as law schools,) or non-profit organizations. AMTA prefers non-member institutions that have some existing individual relationship with AMTA, e.g., a law school professor who coaches a team at an AMTA-member school.

Minimum Tournament Requirements

Each Type 1 regional and opening round championship tournament host must:

1. Accommodate at least 24 to 30 teams for Regional hosts. Opening round championship tournaments are virtually guaranteed to host exactly 24 teams; ORCS tournaments would take 26 teams only in unusual circumstances;
2. Have at least one person with significant experience with Zoom videoconferencing to act as "host" and run Zoom links or breakout rooms. The host must have access to and use a laptop or desktop connected to the internet via Ethernet or a stable WiFi system, must have Zoom version 5.3 or later installed on that device, and must have the ability to access Gmail and Google Drive from that device;

3. Provide at least 6-10 (or more, depending upon the number of teams assigned) experienced current or former mock trial students to act as “Bailiffs” to monitor each trial/breakout room in each round. Each Bailiff must have access to and use a desktop or laptop connected to the internet via Ethernet or a stable WiFi system, must have Zoom version 5.3 or later installed on that device, and must have the ability to access Gmail and Google Drive from that device;
4. Hosts and Bailiffs must attend mandatory training, to be held remotely, in the days or weeks leading up to the tournament;
5. Provide **three judges** per trial per round. These individuals should be judges (sitting or retired) or attorneys. Law students are not preferred, especially at the ORCS level. If law students must be used, it is strongly preferred that they be active in law school advocacy competitions or be AMTA alumni. At a minimum, law students must have taken evidence coursework;
6. For 2021, use one of the following dates:

Regional Tournaments

February 5-6-7

February 12-13-14

February 19-20-21

February 26-27-28

Opening Round Championship Tournaments

March 12-13-14

March 19-20-21

7. Follow the AMTA provided schedule for the 2021 competition season. All AMTA tournaments will follow one universal schedule during 2021. The schedule will generally be a 2-2 (Saturday-Sunday) schedule that will work for all United States time zones. The specific schedule will be provided later, but if your application is contingent on any schedule questions, please let us know in the application.

Proposal Requirements

Each proposal shall:

1. Include a cover letter summarizing the proposal;
2. Indicate whether the proposal is for a regional or opening round championship series (ORCS) tournament;
3. Include a letter from a faculty member or administrator of the host institution confirming institutional support for the tournament. The letter must be written on official letterhead and signed;

4. Indicate the primary tournament contact (Tournament Director). This should include the name, title, email, and phone number. Please be sure to indicate which contact information should be shared publicly with the attending teams and which is for AMTA-use only.
5. Indicate the plan for recruiting at least three individuals per trial per round to serve as judges, addressing:
 - a. A recruitment plan, including a timeline.
 - b. Information regarding the judging pool, such as size, resources, access to email lists, contacts made by the organizers, etc.
 - c. Information regarding past recruitment efforts, such as judging turnout to previous invitational or sanctioned tournaments.
6. Indicate the proposed date(s);
7. Describe the experience of the organizers in hosting mock trial tournaments, other academic competitions, or conferences, particularly those done online and/or via Zoom.

AMTA Support

AMTA will provide the following to each tournament:

1. The on-line assistance of two AMTA Representatives during the tournament. These “AMTA officials” will conduct the captains’ meetings, instruct and assign the judges, tabulate results, pair rounds, award bids to the next level of competition, and otherwise ensure compliance with AMTA rules.
2. The entire Zoom format system and instructions for same by which the tournament will run.
3. Trophies and individual awards to be sent after the event.
4. Contact information for all participants.
5. Electronic forms for collecting information from participants (attendance confirmation, team rosters, etc.), along with login credentials to access the information.
6. Ballots and tabulation cards.
7. A stipend - Hosts should expect to receive \$1,000.

Submission Procedures

The deadline for receipt is **December 1, 2020**

Each proposal should be submitted electronically to:

AMTA.Tournaments@collegemocktrial.org.

Each proposal must include the physical signatures of:

- a. The person who will serve as the primary organizer of the tournament, along with their printed name, title, and date of signing;
- b. If the primary organizer is not a full-time faculty member, administrator, officer, or director of the host institution, then such a person must sign as the Institutional Representative, along with their printed name, title, and date of signing.

Questions regarding this request for proposals should be directed to:

Melissa L. Watt, Esq.

AMTA Tournament Administration Committee Chair

Email: AMTA.Tournaments@collegemocktrial.org