



Feel free to use this sheet as a guide for submission due dates...

Submit everything to:

Holly McCamant, Statewide Director
Montana YMCA Youth and Government
715 W Granite
Butte MT 59701
406-782-1266 (w) 406-593-1269 (c)
hollymccamant@yahoo.com
<http://www.mtymcayouthandgovernment.org/>

By February 18th, submit the following:

1. Delegation Application (front and back) – pay attention to the position allocations on the website to know how many of each position you can occupy.
2. Individual Application for each student (printed off the internet after on-line registration is complete).
3. Deposit (\$25 X registrations) submitted as one check
4. Special Applications (stapled to the individual application of the student applying)
 - Justices
 - Committee/Vice-chairs/pro-tems
 - House clerks/Senate secretaries
 - Supreme Court Clerks
 - Sergeants at Arms, Chaplain
 - Newspaper Editor

Submit the following writing assignments by the March 18th deadline:

- Bills (Senators, Representatives & possibly elected leadership)
- Position Papers (Lobbyists & possibly elected leadership)
- Editorials (all members of the press)
- Platforms (anyone who plans to create and publicize a 3rd party)

Notes about submitting writing:

- The advisor (NOT THE STUDENTS) will submit all documents DIGITALLY in a batch (as attachments, not in the body of email messages).
- The advisor should see to it that the bills are properly named with the student's name (lastfirst) and delegation followed by the type of writing: smithsara_milescity_bill OR Johnsonjason_butte_position

By Thursday, March 31st:

All legal briefs should be emailed to Holly McCamant (hollymccamant@yahoo.com) – again, ATTACHED to a message, NOT pasted into the body.

Middle of April:

- Justices should work on their bench memos which will be sent in later to Holly McCamant via email.
- Holly will tell justices at their training on April 29th when the final bench memos will be due.

Leading up to the conference:

- I will email advisors delegation lists periodically leading up to the conference...you will still need to check these for accuracy, but with on-line registration, I expect accuracy of positions, spellings, etc. to be much better.
- Checking for errors leading up to the conference helps and so does letting me know of any drops and/or additions, making check-in smoother, not to mention name tags.

At the conference:

- Please bring a check for the remainder that you are owing: (actual students who show up X \$55)
- Please bring a separate check for Fort Harrison (all people *including adults* staying at the Fort X \$3)