

## ***The Advocate* Submission & Selection Policy**

### **1. Introduction**

*The Advocate* provides a forum for the presentation of legal topics relevant to the Idaho State Bar, as well as the expression of ideas, concerns, and opinions important to the legal profession. Its Editorial Advisory Board recognizes that not everyone will agree with articles published in *The Advocate*. The Board recognizes the value in discussing controversial topics and the risks which come with suppressing such discussions. The Board believes the practice of law should protect and promote the marketplace of ideas. As such, the Board welcomes submissions that further its mission, even if those submissions may be controversial.

### **2. Long Form Articles**

- a. Article Submission Guidelines:** Long form articles (1,800-3,600 words) must follow both *The Advocate's* [Author Guidelines](#) and [Publication Agreement](#). The articles should:
- i. Create awareness of important trends and developments in the law;
  - ii. Help build sound, profitable practices;
  - iii. Improve service to clients and community;
  - iv. Encourage involvement in public affairs;
  - v. Encourage civility, ethical behavior, and professionalism; or
  - vi. Elevate the public legal discourse on controversial issues.

Every article represents the viewpoints of its author(s).

- b. Selection Policy:** Each issue of *The Advocate* is sponsored by an Idaho State Bar Practice Section or other Idaho law-related organization or entity. These groups volunteer to gather articles penned by authors who oftentimes write on topics that are specific to the purpose of each sponsoring entity. Articles are then submitted to the Idaho State Bar Communications Director for distribution to the Editorial Advisory Board.

Articles submitted outside of the sponsorship process may be published when:

- i. The topic supports the mission of *The Advocate*;
- ii. Follows the Author Guidelines;
- iii. Is of high quality; and
- iv. There is space to publish the article in print.

Such articles may ultimately be published in [The Advocate Digital](#).

The Board may decide not to publish an article for any reason, but doing so is rare. These instances may occur when:

- i. The topic is outside of the mission of *The Advocate*;
- ii. The topic is related directly to a case in which the author represents a party;
- iii. The article fails to follow the Author Guidelines; or
- iv. The author does not engage in the editing process.

- c. Editing Process:** The Board is proud that *The Advocate* is one of the few volunteer-run bar journals in the nation. The volunteers who serve on the Board strive to continue providing a high-quality publication, and the goal is to make each article the best it can be.

The Board has an established editing process. First, the Board meets as a group to discuss each article, noting both strengths and areas for improvement. It then assigns one individual Board member to work with the author on substantive and technical edits. This process is meant to ensure the article meets *The Advocate's* high standards and address any outstanding questions about the material. While the final product remains that of the author, the Board highly encourages author participation in creating a robust and collaborative editing process.

### **3. Letters to the Editor**

Letters to the Editor (which must be fewer than 750 words) representing primarily the opinion of the author, or responding to ideas or topics raised by an article published in *The Advocate*, may be published so long as:

- a. The topic does not relate directly to a case on which the author represents a party;
- b. Is not a personal attack against another individual; and
- c. There is space to publish the letter in print.

That list is illustrative, not exhaustive, but generally *The Advocate* favors publication over refusing to publish. The letters may also be published in [The Advocate Digital](#).

The Board does not substantively edit Letters to the Editor, although the Idaho State Bar Communications Director may lightly copy-edit the letters.

### **4. Around the Bar Submissions**

To provide consistent, fair services to the membership, the following guidelines define what is included in submissions to the 'Around the Bar' column. 'Around the Bar' includes what were formerly 'News Briefs' and 'Of Interest' items. Submissions may include news briefs, announcements of honors, awards, career moves, etc.

The following details what is included. Ultimately, the Idaho State Bar editorial staff holds sole editorial discretion. We will include the following, when provided:

- a. Firm name
- b. Location
- c. Change that is being announced
- d. Attorney's name
- e. Attorney's law school
- f. Attorney's practice area
- g. Attorney's law-related accolades
- h. Attorney's photo

### **5. Submission Deadlines**

The deadlines for submission to *The Advocate* are set by the Communications staff and *The Advocate* Editorial Advisory Board. Authors submitting to the magazine must abide by the stated deadlines found on the Idaho State Bar website.

### **Contact Information**

Lindsey Welfley, Communications Director  
[lwelfley@isb.idaho.gov](mailto:lwelfley@isb.idaho.gov)

*Approved by the Idaho State Bar Board of Commissioners on September 9, 2022 and amended on January 11, 2024.*