

GUIDELINES FOR THE CONCEPT NOTE

1. LENGTH

- 1.1 The concept note shall not exceed 4 pages.

2. FORMATTING

- 2.1 Font: Times New Roman.
- 2.2 Font Size: 12.
- 2.3 Line Spacing: 1.15.
- 2.4 Margins: 1 inch (2.54 cm) on all sides.
- 2.5 Text Alignment: Justified.

3. CITATION STYLE

- 3.1 Participants shall use footnotes only for citations.
- 3.2 Citations must conform to the Oxford University Standard for the Citation of Legal Authorities (OSCOLA), 4th Edition.
- 3.3 Footnotes shall be in Times New Roman, Font Size 10, Single Line Spacing.

4. CONTENT

- 4.1 Title of the Innovation: A concise and descriptive title for the proposed legal aid innovation.
- 4.2 Problem Statement: Clearly identify the legal aid or access to justice challenge sought to be addressed. Participants should explain the significance of the issue and identify the community or beneficiary group affected.
- 4.3 Proposed Legal Aid Innovation: Describe the proposed solution, including its objectives, key features, and the manner in which it seeks to improve legal awareness, legal services, dispute resolution, or access to justice.
- 4.4 Innovation and Practicality: Explain how the proposed innovation can be implemented by a Legal Aid Cell and discuss the resources required, potential challenges, and strategies to address them.
- 4.5 Expected Impact: Describe the anticipated legal and social impact of the innovation. Where appropriate, indicate how the effectiveness of the initiative may be assessed through measurable outcomes.

5. ORIGINALITY

- 5.1 The submission must be the original work of the participants.
- 5.2 Plagiarism, including the use of AI-generated content without substantial original contribution, may result in disqualification.

6. FILE FORMAT

- 6.1 The concept note shall be submitted as a word file.