IMLA Fellows Examination
Artificial Intelligence (AI) Use Policy

I. Purpose

The IMLA Local Government Fellows Program is intended to identify and recognize attorneys who have demonstrated special knowledge, skills, and proficiency to be properly identified to the public as certified local government lawyers. The Fellows examination is designed to assess the applicant's knowledge, legal analysis, professional judgment, and ability to communicate effectively regarding issues affecting local governments.

The examination is comprised of two parts. The first part requires the applicant to provide written responses to a predetermined number of hypothetical fact-patterns prepared by members of the Examination Subcommittee. The second part requires the applicant to prepare and submit an original article for consideration for publication suitable for publication in the Municipal Lawyer magazine or a substantive paper suitable for presentation at an IMLA seminar or conference

The use of Artificial Intelligence tools is increasingly common in the legal profession. IMLA recognizes that applicants may utilize such tools in the course of preparing examination responses or in the preparation of the paper. At the same time, certification as an IMLA Local Government Fellow is intended to reflect the applicant's own expertise and professional capabilities. Accordingly, this policy establishes standards governing the use and disclosure of Artificial Intelligence in connection with the Fellows examination.

II. Definition of Artificial Intelligence

For purposes of this policy, **Artificial Intelligence (AI)** is a broad term for computer systems that perform tasks typically requiring human intelligence, such as understanding language, identifying patterns, and making decisions. Artificial Intelligence includes Generative AI. **Generative AI (GAI)** AI systems that produce new content (text, images, code) based on probabilistic modeling of large datasets.

Examples include, but are not limited to, CoCounsel, ChatGPT, Claude, Gemini, Copilot, Perplexity, Grok, and similar tools.

AI does not include traditional word-processing functions such as spell-check, grammar-check, formatting assistance, citation management software, or legal research databases that do not generate substantive written content.

III. Applicant Responsibility

The applicant is solely responsible for all content submitted as part of the Fellows examination and associated paper.

The applicant shall personally review and verify:

- Every legal authority cited;
- Every quotation;
- Every factual statement;
- Every legal conclusion;
- Every citation.

Submission of an examination response or the paper constitutes a representation that the applicant adopts it as the applicant's own work product.

The use of AI does not excuse inaccuracies, fabricated authorities, misstatements of law, plagiarism, or other deficiencies.

IV. Required Disclosure

Each applicant shall include an Artificial Intelligence Disclosure Statement with the examination and paper submission.

The disclosure shall identify:

1. Whether AI was used in preparing any portion of the examination or paper;
2. The AI tool or tools used;
3. Whether any AI-generated content was incorporated into the final submission, including but not limited to any citations.

The disclosure need not include prompts or detailed descriptions of every interaction with an AI tool.

V. Certification

Each applicant shall sign the following certification:

> I certify that the examination responses and written submission are substantially my own work and reflect my own knowledge, analysis, and professional judgment. I have independently reviewed and verified all legal authorities, citations, factual assertions, and legal conclusions contained in my submission. I have accurately disclosed any use of Artificial Intelligence tools in preparing my

submission. I understand that a material misrepresentation regarding AI use may result in denial or revocation of certification as an IMLA Local Government Fellow.

VI. Committee Review and Enforcement

The Fellows Committee may request additional information regarding an applicant's use of AI if questions arise concerning authorship, accuracy, or compliance with this policy.

Failure to comply with this policy, including a material misrepresentation regarding AI use, may constitute grounds for denial of certification, revocation of certification, or other action deemed appropriate by IMLA.

VII. Guiding Principle

The Fellows designation recognizes the expertise and judgment of the attorney—not the capabilities of a software tool. AI may assist the applicant's work, but the final product must represent the applicant's own professional analysis and competence as a local government lawyer.