

**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF NEW YORK**



John M. Domurad
Clerk of Court

James T. Foley U.S. Courthouse
445 Broadway, Room 509
Albany, NY 12207-2936
(518) 257-1800

Federal Building & Courthouse
15 Henry Street
Binghamton, NY 13901
(607) 773-2893

Alexander Pirnie Federal Building
10 Broad Street
Utica, NY 13501
(315) 793-8151

Daniel R. McAllister
Chief Deputy

James M. Hanley Federal Building
P.O. Box 7367 100 S. Clinton Street
Syracuse NY 13261-7367
(315) 234-8500

U.S. District Court
14 Durkee Street, Suite 350
Plattsburgh, NY 12901
(518) 247-4505

COMMUNITY OUTREACH PROGRAM

The U.S. District Court is committed to providing educational opportunities to schools and organizations throughout all 32 counties of the Northern District of New York. Our goal is to provide an overview of the Federal Court system as well as highlight the people who support the Courts.

We will make every effort to schedule a visit at a date/time that is convenient for your organization depending on judge availability, scheduled court proceedings and event(s) you wish to participate in.

Please complete the following form and email it to NYND_Outreach@nynd.uscourts.gov. You will be contacted to make arrangements for your visit. Questions? Please contact the Clerk's Office at 315-234-8500.

Name of school/organization: _____

Contact person: _____

Email address: _____

Phone Number: _____

Grade/age range of participants: _____

Total Number of participants: _____

Disabilities Requiring Accommodations: _____

Please select the court division you would like to visit.

(Note: not all events are available in each location).

- Syracuse
- Albany
- Utica
- Binghamton

Desired dates and time:

(Please include at least three (3)
Proposed dates and the length of
time for the visit)

(We are open from 9 am – 4 pm)

What event(s) would your
school/organization like to
participate in?

- Courthouse Tour
- Group discussion with U.S. District Judge or U.S. Magistrate Judge, including Q&A session
- View live court proceeding
(Note: court proceedings are often rescheduled at the last minute. We will make every effort to find a live court proceeding for your organization to view on the date of your visit, but sometimes that may not be possible due to Judges' schedules)
- Student participation in a mock trial.
(Note: a mock trial requires advance preparation by the students with materials provided by the Court and will be available twice a year by the Court on a first come first served basis. Only available in Syracuse and Albany.)
- Group discussion with U.S. Probation Officer
- Group discussion with Assistant U.S. Attorney
- Group discussion with Asst. Federal Public Defender
- Group discussion with U.S. Marshal
- Group discussion/presentation with agent from Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)* (Only available in Syracuse)
- Group discussion with Court Employees
(Court Reporter, Law Clerk, Courtroom Deputy, Jury Coordinator, Finance, Human Resources, Information Technology)
- Attend Naturalization Ceremony (subject to availability)
- Virtual group discussion with U.S. District Judge or U.S. Magistrate Judge, including Q&A session via Microsoft Teams
- Historical Case Discussion: In celebration of Law Month held in May, Federal Judges, law clerks and local practicing attorneys engage students in an interactive presentation regarding historical cases and how they impact them. (This program can be held at the courthouse or at the school and generally lasts 1 hour)
- Other

Additional comments
or Information: