**Starter Kits**

*We list here the particular Sample Documents CGJA believes are essential for grand jurors to review at various stages of the grand jury’s term. We recommend you periodically look through the entire list of sample documents, not just these, and review any that look pertinent.*

All Jurors at Start of Term:

 Typical Timeline of Grand Jury Activities

Sample Meeting Rules

Choosing Effective Committee Chairs

Committee and Officer Assignments - Skills and Interests

Forepersons and Pro Tems at Start of Term

 (All of the above)

Foreperson’s Administrative Guide

Code of Ethical Conduct

Examples of Ground Rules

As Investigations Begin

 Choosing Which Complaints to Investigate

 Committee Proposal for Investigation

Report Logic Matrix

Investigation Checklist

Investigation Plan and Timeline

Investigating and Reporting on Jails and Prisons

As Report Drafting Begins

 Grand Jury Report Content Checklist

As Report Editing Begins

 Checklist for Review of Grand Jury Reports

Example of a Report Editing Procedure

Report Critique Form