

**Network Achievement Award Nomination Criteria**

1. Infrastructure and Strategic Planning:
   * Identification of goals, which may include resource development, sponsorship-related activities
   * Assignments to members (follow-up on survey volunteers)
   * Structure for network (including subcommittees)
   * Submission of required forms (Annual Officer Report, Self- Assessment, Goals)
   * Creating any communication(s) (emails to members, newsletters, president’s message
2. Leadership Engagement:

* Participation in leadership training programs (LDI, Orientation Calls)
* Representation on NLC calls
* Communicating with staff liaison
* Facilitation of thought leadership (authoring article in the *ACC Docket*)

1. Resources:
   * Number of webcasts
   * Guides (formerly InfoPAKs℠)
   * Number of online library contributions (e.g., articles/forms)
   * Top Ten and Quick Overview (formerly Quick Counsel) submissions
   * *ACC Docket* articles
   * Full credit provided to projects co-developed with other networks
2. Forum (formerly eGroups) Engagement:
   * Increase discussion traffic
   * Increase unique member usage
3. Membership Activities:
   * Retain current members
   * Recruit new members
   * Increase member involvement on calls
   * Engaging members in unique ways
   * Targeting segments (sub-practices areas, millennials, global, etc.)
   * Identify members’ needs (e.g., surveys)
4. Sponsors:
   * Maintain current relationship
   * Explore potential relationships
   * Work with sponsor to meet identify and meet network goals and sponsor goals
5. Programs and Collaboration:

* Host monthly calls
* Host legal quick hits
* Contribute programs to ACC meetings
* Work collaboratively with networks and chapters

All submissions must be received by ACC no later than June 18, 2021. Submissions received after this date will not be considered. Submissions must be limited to 25 pages including attachments. Questions? Contact your staff liaison.Good Luck!

|  |  |  |  |
| --- | --- | --- | --- |
| **Network Achievement Award Nomination Grid** | | | |
| **Network:** | | | |
| **Brief Overview of Network and Activities:** | | | |
| Infrastructure and Strategic  Planning | Developed and administered a strategic plan (Please attach.) | Yes: | No: |
| Have a full slate of executive network leaders? (Chair, Vice-Chair, Secretary, Program Chair) | Yes: | No: |
| Succession Plan (Please attach.) | Yes: | No: |
| Submitted/Completed required forms (Annual Officer Report, Self- Assessment, Goals) | Yes: | No: |
| Have sub-committees and leadership in place | Yes: | No: |
| Communicates with sponsor at least quarterly | Yes: | No: |
| Attend monthly NLC calls | Yes: | No: |
| Attend leadership orientation calls in November | Yes: | No: |
| Attend position based training (Membership Chair, Communications Chair) if applicable. | Yes: | No: |
| Hold monthly network calls | Yes: | No: |
| Prepare Meeting Agendas | Yes: | No: |
| Prepare Meeting Minutes | Yes: | No: |
| Resources | InfoPAKs  Title(s): | Yes:  Total: | No: |
| Sample Forms/Policies for Virtual Library  Title(s): | Yes:  Total: | No: |
| *ACC Docket* Article  Title(s): | Yes:  Total: | No: |
| ACC Top Ten  Title(s): | Yes:  Total: | No: |
| ACC Quick Overview  Title(s): | Yes:  Total: | No: |
| Forum Traffic: (ACC will provide stats, but it would be helpful to describe your efforts to engage members on the Forum)  Low (0-0.99):  Medium (1-1.99)  High (2+): 50 points | Yes: | No: |
|  | Unique Forum Contributors  Low (0-3.9%):  Medium: (4-7.99%)  High (8%+) |  |  |
| Membership | Membership Growth Percentage | Yes: | No: |
| LQH/Network Call participation increases over last year | Yes: | No: |
| Sends a newsletter | Yes: | No: |
| Includes enhanced webpage elements | Yes: | No: |
| Promotes ACC services/resources in newsletters, in email/social media, during monthly meetings, or annual survey | Yes: | No: |
| Sends a monthly email | Yes: | No: |
| Identify member interests through surveys or polls for programming, including, but not limited to Annual Meeting. | Yes: | No: |
| Programs: | Legal Quick Hits  Title(s): | Yes:  Total: | No: |
| Webcasts/Virtual Roundtables  Title(s): | Yes:  Total: | No: |
| Co-Sponsored Events  Title(s): | Yes:  Total: | No: |
| Annual Meeting Participation: | LDI Participation: | Yes:  Total: | No: |
| Developed Program Submissions for AM and/or other ACC Meetings | Yes: | No: |
| Holds AM Business Meeting | Yes: | No: |
| Sponsor hosts events for members and/or leadership | Yes: | No: |
| Strategic Alignment with ACC: | Please describe: | | |