



2018 ACC National Capital Region Sponsorship Program

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Table of Contents

Introduction	3
Features of the 2018 Sponsorship Program	3
Sponsorship Program General Provisions.....	4
Application Process	4
Sponsor Selection Criteria	5
Annual Sponsorship Levels	
Diamond Sponsorship	6
Emerald Sponsorship.....	7
Spotlight Sponsorship	8
Platinum Sponsorship	9
Gold Sponsorship.....	10
Silver Sponsorship	11
Bronze Sponsorship	12
Corporate Counsel Awards Reception Sponsorship	13
New in 2018 – Sponsorships for the ACC NCR Leadership Academy	14
Leadership Academy Champion Sponsorship	15
Leadership Academy Host Sponsorship (add-on)	16
Professional Growth Partner.....	17
Sponsorship Benefits - Details	18
Appendices:	
1. 2017 Chapter Leaders	22
2. Chapter Program Highlights January - July 2017	25
3. ACC National Capital Region 2017 Sponsor Guidelines.....	30
2018 Sponsorship Application Questions.....	35

Introduction

The Board of Directors of ACC National Capital Region is pleased to present the chapter's 2018 Sponsorship Program.

ACC NCR is the regional bar association for in-house counsel, serving the companies, non-profits, and other private-sector organizations in the District of Columbia, the Commonwealth of Virginia, and suburban Maryland. With approximately 2,500 members from more than 800 corporations and other private-sector organizations, ACC NCR is among the largest chapters of the global Association of Corporate Counsel (ACC).

ACC NCR provides vital professional services to a vibrant in-house bar and is very proud to be the premier provider of continuing legal education and networking opportunities for the in-house legal community in our region. Annually, we offer 80-plus educational programs that provide in-house counsel with the tools they need to advise their clients, and to do their jobs better and smarter.

ACC NCR is committed to help its members reach their career and professional development goals. Each year, our schedule includes numerous programs that address the future of in-house practice, in-house/outside counsel relations, and the leadership skills in-house counsel need to work effectively with their business-side clients. In 2017, ACC NCR launched its Leadership Academy – a nine-month cohort program designed to teach the participating Fellows the skills and competencies they need to become more valued by and valuable to their organizations.

The Appendices to this document list ACC NCR's 2017 volunteer leaders and an illustrative list of CLE and career development programs presented by the chapter in January – July 2017.

The 2018 ACC NCR Sponsorship Program provides ways for your firm or company to effectively work with ACC NCR on our many programs, events, and initiatives. The Program serves both ACC NCR's needs for sponsorship support and our sponsors' interest in having strong visibility with our membership.

Features of the 2018 Sponsorship Program

The 2018 Sponsorship Program has a variety of levels of annual sponsorships, each of which provides a robust bundle of benefits with excellent visibility for sponsors. Details about the sponsorship levels and the benefits associated with each level are provided at pages 6-14. Explanations of the benefits can be found starting at page 15.

The features of this year's Sponsorship Program are the same as in 2017's program. The tiers and benefits associated with them have not changed. We will continue to explore new ways to ensure sponsors are getting ROI for their support. There is a modest price increase in some of the levels.

This year's Sponsorship Program includes new opportunities specifically connected with the Leadership Academy. We have two opportunities for firms to be Academy "Champions," and six opportunities for sponsors at other levels to add on an Academy "Host" sponsorship.

Given our status as a leading regional in-house bar association, we believe that our sponsorships offer great value and that we are the “best deal in town” for connecting with in-house counsel in our service area.

Sponsorship Program General Provisions

The term of an annual sponsorship under the 2018 Program is from January 1, 2018, through December 31, 2018.

All prospective sponsors must complete the Sponsorship Application Form. By completing and submitting the application form, you represent that: (1) You have carefully reviewed and fully understand the terms and provisions of the 2018 ACC NCR Sponsorship Program and that you are committed to working within the Program and its requirements, specifically the ACC NCR Sponsor Guidelines (found at Appendix 3 to this document); (2) You are authorized to submit the sponsor application form on behalf of the sponsor applicant; and (3) You will pay the sponsorship fee to ACC NCR by the applicable deadline.

Payment in full of the sponsorship fee must then be received by January 31, 2018, or within thirty (30) days of receipt of notification of the sponsorship award and an invoice for the fee, whichever occurs later, unless other arrangements are made with the ACC NCR Executive Director. Failure to pay in a timely fashion will result in immediate cancellation of the sponsorship and forfeiture of all sponsorship benefits. The sponsorship then will be reassigned to another interested sponsor. Please note that sponsorship fees are not refundable.

Application Process

The Sponsorship Application Form is available online at <http://sponsorACCNCR.com>. We have provided a list of the questions from the application at page 31, so that you can plan out your responses before entering them online.

Our timeline is as follows:

- Wednesday, October 4, 2017: Release of the 2018 Sponsorship Program.
- Thursday, October 5, 2017, 10:00 a.m. Eastern: ACC NCR will host a Q&A conference call to provide a brief overview and answer questions regarding the Sponsorship Program.
 - ***For this call, we will use the following conference bridge: 1-888-566-8440. Participant pass code: 627717#***
 - Officers Affie Ambrose (President), Navid Haghighi (President-elect) and Jim Villa (Vice President – Programming) and Executive Director Ilene Reid will be on the call.
- Wednesday, October 25, 2017, by 11:59 p.m. Eastern: Deadline for submission of Sponsorship Application Form if your company or firm wishes to be included in the “first-round” selection of sponsors.
- Tuesday, November 21, 2017: Sponsorship applicants who met the October 25 submission deadline will be notified about the status of their applications.
- Based on past experience, we think it is highly likely that we will sell out all of the sponsorships during the “first-round” selection process.

- While we welcome applications received after October 25, 2017, opportunities are subject to availability. These applications will be evaluated according to the criteria listed below on a first-come, first-served basis.

Sponsor Selection Criteria

ACC NCR has been very fortunate to work with sponsors that are true contributors to our efforts to be the premier professional resource for our members. We greatly value our sponsors' dedication to helping us achieve our mission.

In selecting sponsors and assigning sponsorship levels for 2018, ACC NCR will:

1. Attempt to select a mix of sponsors that will offer a variety of information, services and/or products to our members to assist them in providing the highest level of service to their clients. We try to make sure that our sponsors are well aligned with the interests of our membership in terms of practice areas, industries represented, and sizes of firms.
2. Seek sponsors that are able to provide information, services, ideas and expertise that are valuable to our members and conform to our guidelines (see Appendix 3 to this document).
3. Consider, if applicable, the applicant's previous creativity in developing and presenting CLE programming for ACC NCR.
4. Consider the applicant's proffered commitment and/or proven ability to work closely and effectively with ACC NCR on CLE programs, events and other chapter activities.

The ACC NCR President, President-elect, Vice President/Programming, Director for Legal Education and Executive Director will comprise the ACC NCR Sponsorship Committee. The Committee will evaluate the Sponsorship Applications we receive based on the criteria stated above and determine the assignment of specific sponsorships to applicants.

Diamond Sponsorship (\$35,000)

General Features

- Only one (1) Diamond Sponsorship will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at three (3) ACC NCR CLEs.
 - Present three (3) Legal Briefs to ACC NCR membership by teleconference call.
 - Have a substantive article or news alert published eight (8) times during the year in the ACC NCR e-newsletter, distributed weekly by e-mail to our membership. Article will be linked to sponsor's Web page.
- Ad on the ACC NCR Web site home page, with link to the Sponsor's Web site.
- Prominent listing on ACC NCR Web site as the 2018 Diamond Sponsor of the Chapter, with link to Sponsor's Web site.
- Full-page ad in ACC NCR 2018 Membership Directory – prime (inside-front-cover) placement.
- \$6,000 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Sixteen (16) tickets for attendees to the reception
- Full-page, inside-front-cover ad in the event program
- Prominent listing as Diamond Sponsor on slide show
- Logo on sponsor poster board
- Full-page, inside-front-cover ad in supplement in Washington Business Journal for Awards

Other Opportunities and Features

- Three (3) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Three (3) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Six (6) representatives may attend an informal social with chapter members in 2018.
- Three (3) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Twelve (12) “tickets” for representatives to attend signature programs during the year.

Emerald Sponsorship (\$23,000)

General Features

- Four (4) Emerald Sponsorships will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at two (2) ACC NCR CLEs.
 - Present two (2) Legal Briefs to ACC NCR membership by teleconference call.
 - Have a substantive article or news alert published four (4) times during the year in the ACC NCR e-newsletter, distributed weekly by e-mail to our membership. Article will be linked to sponsor's Web page.
- Ad on the ACC NCR Web site home page, with link to the Sponsor's Web site.
- Prominent listing on ACC NCR Web site as a 2018 Emerald Sponsor of the Chapter, with link to Sponsor's Web site.
- Full-page ad in ACC NCR 2018 Membership Directory, prime placement.
- \$3,500 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Twelve (12) tickets for attendees to the reception
- Full-page ad in the event program
- Prominent listing as an Emerald Sponsor on slide show
- Logo on sponsor poster board
- Full-page ad in supplement in Washington Business Journal for Awards

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Two (2) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Four (4) representatives may attend an informal social with chapter members in 2018.
- Two (2) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Ten (10) “tickets” for representatives to attend signature programs during the year.

Spotlight Sponsorship (\$18,000)

General Features

- Eight (8) Spotlight Sponsorships will be available in 2018.
- Present two (2) ACC NCR CLEs. These may be Forum or other seminar-type CLE presentations, skills workshops, or sessions of ACC NCR boot-camps or conferences.
 - During the application process, firms/companies that want this level will indicate the practice area(s) they would want to cover in the CLEs they would present. (Some suggestions: corporate law, corporate governance, compliance, contracts and transactions, global operations, government contracts law, employment and labor, litigation, non-profits and associations, technology, IP, privacy, small-law-department management, etc.) The firm/company can specify two different areas, or two of the same, or offer several options from which the Sponsorship Selection Committee could choose.
 - If the firm/company is selected for this level, they will be informed at that time the practice area(s) on which they will present. Note: Selection of specific topics for the CLEs will be subject to the usual collaborative discussions with ACC NCR volunteer leaders and staff.
- Ad on the ACC NCR Web site home page, with link to the Sponsor's Web site.
- Prominent listing on ACC NCR Web site as a 2018 Spotlight Sponsor, with link to Sponsor's Web site.
- Quarter-page ad in the ACC NCR 2018 Membership Directory.
- \$3,000 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Ten (10) tickets for attendees to the reception
- Quarter-page ad in Event Program as a Spotlight Sponsor
- Logo as Spotlight Sponsor on slide show
- Logo on sponsor poster board
- Quarter-page ad in supplement in Washington Business Journal for Awards

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Two (2) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the informal social with chapter members in 2018.
- Two (2) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Ten (10) “tickets” for representatives to attend signature programs during the year

Platinum Sponsorship (\$16,000)

General Features

- Seven (7) Platinum Sponsorships will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at two (2) ACC NCR CLEs.
 - Have a substantive article or news alert published two (2) times during the year in the ACC NCR e-newsletter, distributed weekly by e-mail to our membership. Article will be linked to sponsor's Web page.
- Ad on the ACC NCR Web site home page, with link to the Sponsor's Web site.
- Prominent listing on ACC NCR Web site as a 2018 Platinum Sponsor of the Chapter, with link to Sponsor's Web site.
- Full-page ad in ACC NCR 2018 Membership Directory.
- \$2,500 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Eight (8) tickets for attendees to the reception
- Half-page ad in the event program
- Prominent listing as a Platinum Sponsor on slide show
- Logo on sponsor poster board
- Half-page ad in supplement in Washington Business Journal for Awards

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Two (2) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the informal social with chapter members in 2018.
- Two (2) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Eight (8) “tickets” for representatives to attend signature programs during the year.

Gold Sponsorship (\$13,000)

General Features

- Seven (7) Gold Sponsorships will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at one (1) ACC NCR CLE.
 - Have a substantive article or news alert published one (1) time during the year in the ACC NCR e-newsletter, distributed weekly by e-mail to our membership. Article will be linked to sponsor's Web page.
- Ad on the ACC NCR Web site home page, with link to the Sponsor's Web site.
- Prominent listing on ACC NCR Web site as a 2018 Gold Sponsor of the Chapter, with link to Sponsor's Web site.
- Half-page ad in the ACC NCR 2018 Membership Directory.
- \$2,000 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Six (6) tickets for attendees to the reception
- Quarter-page ad in the event program
- Listing as a Gold Sponsor on slide show
- Logo on sponsor poster board
- Quarter-page ad in supplement in Washington Business Journal for Awards

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Two (2) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Six (6) “tickets” for representatives to attend signature programs during the year.

Silver Sponsorship (\$11,000)

General Features

- Eight (8) Silver Sponsorships will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at one (1) ACC NCR CLE.
- Listing on ACC NCR Web site as a 2018 Silver Sponsor of the Chapter, with link to Sponsor's Web site.
- Quarter-page ad in the ACC NCR 2018 Membership Directory.
- \$1,500 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Five (5) tickets for attendees to the reception
- Logo (large) in the event program
- Listing as a Silver Sponsor on slide show
- Logo on sponsor poster board
- Logo (large) in ad in supplement in Washington Business Journal for Awards

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Two (2) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Four (4) “tickets” for representatives to attend signature programs during the year.

Bronze Sponsorship (\$9,000)

General Features

- Eleven (11) Bronze Sponsorships will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at one (1) ACC NCR CLE.
- Listing on ACC NCR Web site as a 2018 Bronze Sponsor of the Chapter, with link to Sponsor's Web site.
- Acknowledgement of Bronze Sponsorship in the ACC NCR 2018 Membership Directory.
- \$1,300 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Four (4) tickets for attendees to the reception
- Logo (small) in the event program
- Logo as Bronze Sponsor on slide show
- Logo on sponsor poster board
- Logo (small) in ad in supplement in Washington Business Journal for Awards

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Two (2) representatives may attend the end-of-year sponsor breakfast with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Two (2) “tickets” for representatives to attend signature programs during the year.

Corporate Counsel Awards Reception Sponsorship (\$9,000)

General Features

- Five (5) Corporate Counsel Awards Reception Sponsorships will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at one (1) ACC NCR CLE OR host one (1) member-driven ACC NCR program.
- Listing on ACC NCR Web site as a 2018 Corporate Counsel Awards Reception Sponsor, with link to Sponsor's Web site.
- Acknowledgement in ACC NCR 2018 Membership Directory as sponsor of the Awards Reception.
- \$1,300 of the sponsorship fee shall be used to fund the ACC NCR Corporate Scholars Program scholarships.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Five (5) tickets for attendees to the reception
- Logo in the event program as a Reception Sponsor
- Logo as Reception Sponsor on slide show
- Logo on sponsor poster board
- Logo in ad in supplement in Washington Business Journal for Awards
- Recognition on signage at the event as one of the following:
 - Trophies Sponsor
 - Event Program Sponsor
 - Dessert Sponsor
 - Libations Sponsor
 - Event Photography Sponsor

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the Sponsor ROI Discussion with members of the ACC NCR leadership.
- Sponsor will receive quarterly reports by e-mail on its utilization of sponsor benefits and opportunities.
- Two (2) representatives may attend the end-of-year sponsor breakfast with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the June Luncheon Program – The General Counsel Forum.
- Two (2) “tickets” for representatives to attend signature programs during the year.

New in 2018: Sponsorships for the ACC NCR Leadership Academy

Over the past two years, ACC NCR developed the Leadership Academy to address the unique leadership challenges and opportunities available to in-house counsel. The Academy, launched in September 2017, provides the tools and skills in-house attorneys need to optimize their leadership potential and succeed at the highest levels of their organizations.

The Academy consists of eight faculty-led sessions taking place over a nine-month period:

- Module 1 - Emotional Intelligence & Self Awareness; Executive Presence & Authentic Leadership
- Module 2 - Interpersonal Communication
- Module 3 - Developing and Leading a High Performing Team
- Module 4 - Creating and Inspiring Vision; Leading and Managing Change
- Module 5 - Managing Difficult Conversations; Influencing and Negotiating
- Module 6 - Problem Solving & Decision Making
- Module 7 - Presentation Skills
- Module 8 - My Journey Toward Leadership Mastery

The class of 30 distinguished in-house counsel – known as Fellows – was chosen through a selective application process. The Fellows participate in a highly interactive learning environment, both in the classroom and working, both inside and outside of the classroom, with a smaller cohort. (See Appendix 4.)

Nationally recognized faculty teach the Academy sessions. The faculty members were selected because of their expertise and ability to translate concepts into the practical takeaways that in-house counsel need.

The Academy is guided by a Board of Advisors, which is comprised of chief legal officers from a broad array of companies and organizations across the National Capital Region. The Board members are deeply committed to helping advance the next generation of in-house leaders. Board members interface directly with the Academy faculty to help ensure that each session delivers the tools and insights critical to in-house counsel leadership. Members of the Board of Advisors also participate in various Academy events and interact with the Fellows. (See Appendix 5.)

The Leadership Academy Sponsorships provide ways for your firm or company to support this valuable program, and interact with the Fellows, faculty, and members of the Board of Advisors.

Leadership Academy Champion Sponsorship (\$14,000)

General Features

- Two (2) Leadership Academy Champion Sponsorships will be available in 2018.
- CLE and Thought Leadership Opportunities:
 - Participate as a presenter at one (1) ACC NCR CLE OR host one (1) member-driven ACC NCR program.
- Acknowledgement on the Leadership Academy website
 - Large logo on home page with link to sponsor's website
 - Large logo on sponsor page with link to sponsor's website
- Acknowledgement in other promotional materials associated with the Leadership Academy (brochures, mailings, advertisements, signage at events, etc.)

Opportunities to Engage with the Leadership Academy Program

- Host either the opening two-day session (Sept. 2018) or the closing one-day session (May 2018) of the Academy. Hosting involves providing space for the session and cocktail reception that follows, as well as the breakfast and lunch food and beverages, and refreshments throughout the day (coffee, soft drinks).
 - Up to five (5) representatives of the sponsor may attend the breakfast and lunch during the program day.
 - Up to ten (10) representatives of the sponsor may attend the cocktail reception at the end of the session. (ACC NCR will pay for the cocktail reception food and beverage.)

Other Opportunities and Features

- Two (2) representatives may attend the January 2018 sponsor appreciation reception with members of the ACC NCR leadership.
- Two (2) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the January 2018 Annual Meeting and Luncheon.
- Two (2) representatives may attend the June 2018 Luncheon Program – The General Counsel Forum.
- Four (4) “tickets” for representatives to attend signature programs during the year.
- Six (6) “tickets” for representatives to attend the 2018 ACC NCR Corporate Counsel Awards Reception.

Leadership Academy Host Sponsorship (\$3,000)

- Add-on to a Sponsorship Level

General Features

- Only six (6) Host sponsorships are available in 2018. These opportunities are available as “add-ons” for 2018 ACC NCR Sponsors only.
- Acknowledgement on the Leadership Academy website
 - Logo on home page with link to sponsor’s website
 - Logo on sponsor page with link to sponsor’s website
- Acknowledgement on other promotional materials associated with the Leadership Academy

Opportunities to Engage with the Leadership Academy Program

- Host a session of the Academy program.
 - Hosting involves providing space for the session, as well as breakfast and lunch food and beverages, and refreshments throughout the day (coffee, soft drinks).
 - Up to four (4) representatives of the sponsor may attend the breakfast and lunch during the program day.
- At the end of the day, Host sponsor may hold a happy hour for Fellows, faculty and Board of Advisors member(s) to network with representatives of the sponsor.

Dates for hosting:

- Friday, January 12, 2018 - Creating and Inspiring Vision; Leading and Managing Change taught by Dana Galin
- Friday, February 9, 2018 - Managing Difficult Conversations; Influencing and Negotiating taught by Smruti Patel
- Friday, March 9, 2018 - Problem Solving & Decision Making taught by Dr. Victoria H. Medvec
- Thursday, April 12, 2018 - Presentation Skills taught by Jeanine Turner
- October 2018 - Interpersonal Communication
- November 2018 - Developing and Leading a High Performing Team

Professional Growth Partner (\$3,000)

Note: This category is open only to firms that specialize in attorney staffing, career counseling and professional development skills, and/or attorney search/placement.

General Features

- CLE and Thought Leadership Opportunities:
 - Professional Growth Partners will be called on to help ACC NCR develop and present career development, women's and/or diversity programming.
 - ACC NCR will work with our Professional Growth Partners to provide other opportunities to share their thought-leadership with our membership.
- Listing on the ACC NCR Web site for the Career Development Forum (<http://www.acc.com/chapters/ncr/Career-Development.cfm>) with a link to the firm's Web page, and contact information for the firm's local point(s) of contact.

At the 14th Annual Corporate Counsel Awards Reception (date to be announced)

- Two (2) tickets for attendees to the reception.
- Professional Growth Partners may buy an additional two tickets to the reception.

Other Opportunities and Features

- Two (2) representatives may attend the sponsor appreciation reception with members of the ACC NCR leadership in January 2018.
- Two (2) representatives may attend the end-of-year sponsor breakfast or happy hour with members of the ACC NCR leadership in November 2018.
- Two (2) representatives may attend the ACC NCR 2018 Annual Meeting and January Luncheon Program.
- Two (2) representatives may attend the ACC NCR June 2018 Luncheon Program – The General Counsel Forum.
- Other opportunities for Professional Growth Partners to attend events will be announced.

Sponsorship Benefits - Details

The benefits included in each of the 2018 Sponsorship Program levels provide visibility for our sponsors and recognition of the valuable support that sponsors provide to ACC NCR. This section will explain those benefits:

CLE and Thought-Leadership Opportunities: Among the most-valued aspects of this Program are the opportunities sponsors have to demonstrate their expertise by developing content for ACC NCR that will help our members do their jobs better and smarter. That content may be in the form of a CLE program, or a news alert or article on a legal issue, or a “Legal Brief” presentation by teleconference call.

CLEs:

- Each year, ACC NCR puts on more than 80 CLEs, most of which provide Virginia Bar MCLE credit. ACC NCR prides itself on providing programs on cutting-edge topics and practical approaches that are of special value to in-house counsel. Programs are held in all the jurisdictions that we serve (D.C., the Commonwealth of Virginia, and suburban Maryland). Many of our programs are provided both “live” and by distance-learning methods (Web seminar or teleconference) to ensure easy accessibility for our membership.
- We have a number of different program formats:
 - **Signature Luncheons** are on a topic of broad interest to our membership, featuring a notable speaker or a high-level panel.
 - We also hold **CLE Seminars** on topics of more focused interest. Many of these are presented under the auspices of our specialty substantive committees – the **ACC NCR Forums**. Often, these are presented with the option of participating on-site or by web seminar.
 - In recent years, we have had great success with **CLE Conferences**, half-day or day-long programs consisting of several sessions. Examples of these conferences include:
 - Boot Camps – half-day programs with multiple sessions exploring different aspects of a specific area of concern. Examples:
 - Technology and IP Forum: Cloud Services and Vendor Management
 - Government Contractors Forum: IP and Data Rights in Government Contracting
 - Litigation Forum: Conducting Internal Investigations
 - Data Privacy and Security Conference – multiple sessions addressing the foundations and complexities of designing a global and proactive privacy and security program, as well as topics of great concern to our organizations (cyber risk, regulation, working with law enforcement, etc.).
 - Employment Law Conference – multiple sessions on important issues or current developments in employment law, or providing a 101-level primer useful to in-house counsel who need to know the basics and how to spot issues.

- Advanced Contracts Conference – examples of sessions include: drafting; lessons learned from contracts gone awry; boilerplate; troublesome provisions, such as reps and warranties; etc.
- Paralegal Institute – a day-long program that provides helpful tools to the legal assistants/analysts who work with our members.
- **Roundtables and Workshops** allow attendees to share best-practices or brainstorm creative solutions to problems, or work on problem sets to learn a skill.
- Appendix 2 provides an illustrative list of CLEs that ACC NCR presented in January – July 2017, showing examples of each of these types of programs.

NEWS ALERTS:

- We also provide opportunities for sponsors at certain levels to share written updates and analyses with our members.
 - **ACC NCR E-Newsletter:** ACC NCR publishes a weekly e-newsletter providing updates on programs, events, and other items of interest to our members. The Diamond, Emerald, Platinum, and Gold sponsorship levels include publication of a substantive article or client alert in our e-newsletter with a link from the article to the sponsor’s home page. (Schedule set by ACC NCR.)

LEGAL BRIEFS:

- Sponsors at the Diamond and Emerald levels have opportunities to present **Legal Briefs** (on a schedule established by ACC NCR). A **Legal Brief** is a 15-minute conference call during which the presenters address a specific legal topic in the first 10-12 minutes. Then, the call is opened up for questions from the participants. (This idea is based on the ACC national committees’ “Quick Hits,” a very popular feature that provides a helpful summary of an issue.)

Other Ways To Get To Know ACC NCR Members Through Your Sponsorship: The Program also provides a variety of ways for our sponsors to get to meet and develop relationships with ACC NCR members:

ACC NCR CORPORATE COUNSEL AWARDS RECEPTION: ACC NCR’s annual reception for in-house counsel and sponsors is the premier networking event for in-house counsel in the region. At this event, we present the Corporate Counsel Awards to help us celebrate the accomplishments and contributions of the in-house bar and recognize some of the best in-house lawyers and legal departments in our region. The reception attracts attendees from the in-house, legal, and business communities, and is designed to maximize opportunities for networking. Each sponsorship category includes a number of tickets for attendees to the reception, as well as inclusion in the various sponsor recognition features we produce in conjunction with the Reception. **Date for the 2018 Reception – to be determined.**

GENERAL COUNSEL FORUM LUNCHEON: Each June, ACC NCR brings together a panel of three to five General Counsel from leading local companies and organizations, representing a variety of industries, sizes of companies, and sizes of departments, for a roundtable discussion. In recent years, the panel has discussed their career paths and their roles in their organizations, the role that legal plays in getting the organization’s business accomplished, crisis management, and common ethical issues. The discussion is always candid, and both in-

house and outside counsel value the insights provided. All annual sponsorship categories provide two tickets to this luncheon program. This is also one of our best-attended luncheon programs, providing valuable networking opportunities. The luncheon will take place in June 2018.

SIGNATURE LUNCHEON TICKETS: In order to provide our sponsors with additional opportunities to network with our members, we have provided each sponsorship level with a certain number of virtual "tickets" that can be used during the year to send representatives to our ACC NCR signature programs. Each ticket may be used only one time, for one person.

HOSTING A MEMBER-DRIVEN PROGRAM: From time to time, a Forum may hold a roundtable discussion among members, allowing for sharing of concerns, brainstorming approaches, or such. Sponsors who provide space and lunch for these "member-driven" programs will be able to have a few representatives in the room to hear our members' perspectives and engage with them informally.

SPONSOR APPRECIATION EVENTS: In 2018, we will hold two such events for sponsorship representatives to meet and network with ACC NCR leaders. We will begin the year with an informal reception in January, and close out the year with a breakfast or happy hour in November.

SPONSOR ROI:

Since 2015, ACC NCR leaders have held annual meetings with marketing and business development personnel from sponsor firms to discuss how we can help our sponsor firms build relationships with ACC NCR members as part of their sponsorships. Those attending found the events very helpful, and we will have another, similar event to continue this dialogue with our sponsors in 2018.

The 2017 event examined how we can help our sponsor firms prepare their associates to be good relationship partners with their in-house counsel clients. In 2018, we plan to hold follow-on events for attorneys from our sponsor firms to meet with ACC NCR leaders and members to build on those discussions, and would welcome your suggestions on how to structure these events.

In addition, each sponsor will receive a quarterly "report card" summarizing its utilization of sponsorship benefits and opportunities, to help you better track the progress of the year.

INFORMAL SOCIAL: Sponsors at the Diamond, Emerald, Platinum, and Spotlight levels will be able to send representatives to an informal social that ACC NCR will host for its members in 2018.

Recognition Items:

ACC NCR Web Page: ACC NCR's Web page includes "banner" advertisements on its home page for certain categories of sponsors. In addition, there is a general "Sponsors" page that lists all sponsors, with a link to each sponsor's Web page.

ACC NCR Directory: Each year, ACC NCR publishes a membership directory with listings of all ACC NCR volunteer leaders, a guide to ACC NCR and ACC benefits, an alphabetical listing of all chapter members, and a listing of members by employer. The directory is an electronic document, set up like a “book”, that members will be able to download. (A small number of hard-copies are printed and provided to any member who specifically requests one.) The directory is a resource that members retain and refer to all year long. All sponsors get either advertisements in the directory or acknowledgement. (Note: We cannot provide a copy of the directory to sponsors because it contains proprietary membership data. This is a strict policy set forth by ACC.)

Supporting Diversity – The ACC NCR Corporate Scholars Program: ACC NCR created the Corporate Scholars Program in 2004 to expose students from the law schools in our area to in-house practice as a career option and develop a “diversity pipeline” of future in-house lawyers. Students chosen for the program hold paid internships in the legal departments of chapter-member organizations. So far, more than 100 students have been Scholars. Initially, seed money for the program came from grants from the Minority Corporate Counsel Association. Most levels of sponsorship include an amount that ACC NCR then remits to the charitable foundation that funds the scholarships, allowing our sponsors to play a role in this important program.

Appendix 1:

2017 ACC NCR LEADERS

Officers:

President:	Afsaneh A. Ambrose, Acumen Solutions Inc.
President-elect:	Navid C. Haghighi, Verizon
Vice President/Programs:	James Villa, Versar, Inc.
Secretary:	Mary Jane Saunders, Beer Institute, Inc.
Treasurer:	Heather French, Ares Management LLC
Past President:	Luise M. Welby, Freddie Mac

Board of Directors:

Constantine Athanas, James G. Davis Construction Corporation
Thomas Cluderay, Yellowstone Forever
Diane Ennist, Carey International, Inc.
Evan Farber, The Advisory Board Company
Arushi Sharma Frank, Electric Power Supply Association
Darryl Franklin, Marriott International, Inc.
Kindra Kirkeby, NewMarket Corporation
Dori Kuchinsky, OATH: Inc.
Mona Mahoney, M&T Realty Capital Corporation
Andrea Shandell, Gannett Co., Inc.
Simone Wu, Choice Hotels International Inc.

Forum Chairs and Initiative Leaders:

Career Development Forum: **Susan Borke, Attorney**
Cindy Boyle, Willis Towers Watson
Shaneequa Brooks, Sucampo Pharmaceuticals, Inc.
Nayna Diehl, Versar, Inc.
Arushi Sharma Frank, Exelon Business Services Company
Samantha Guo, OriGene Technologies, Inc.
Ilona Korzha, Sprint Corporation
Farah Shah, Hewlett Packard Enterprise

Corporate Law Forum: **Brent Cotton, Tyco International Management Company**
Doug Cox, General Dynamics Mission Systems
Joanne Kelly, AOL Inc.
Nick Wittich, EchoStar Corporation
Shawn Haque, Accenture Federal Services LLC
Joe Turitz, EchoStar Corporation

Diversity Initiative / Corporate Scholars Program:	Brandon Fitzgerald, UNCF Diane Ennist, Carey International Inc. Kindra Kirkeby, NewMarket Services Corp.
Employment and Labor Forum:	Darryl Franklin, Marriott International, Inc. Emily Glendinning, BAE Systems, Inc. Joel Gulick, Ares Management LLC Aisha Jorge Massengill, Under Armour, Inc. Ellen Rice, Dell Gregory Watchman, Freddie Mac
Global Issues Forum:	Bruce Henoeh, Orbital ATK Inc. Alexina Jackson, The AES Corporation Gang Xu, The Hershey Company
Government Contractors Forum:	Doug DeMoss, Northrop Grumman Corporation Matt Dost, Allied Associates International, Inc. Steve Epstein, The Boeing Company Kevin Joyce, Adobe Systems Inc. Annejanette Pickens, General Dynamics Mission Systems Zack Stewart, Serco Inc. Jim Winner, Peraton
Litigation Forum:	Todd Braunstein, Willis Towers Watson Heather French, Ares Management LLC Pete Patterson, Toyota Motor Sales USA, Inc. Ken Reiss, Northrop Grumman Corp. Andrew Sakallaris, LMI Scott Walker, Freddie Mac
Non-Profits and Associations Forum:	Thomas Cluderay, Environmental Working Group Denise Gold, Associated General Contractors of America Kate Karl, The Humane Society of the U.S. Rhonda Lees, American Bankers Association
Privacy and Data Security Forum:	Courtney Barton, Willis Towers Watson Michelle Beistle, Unisys Corporation Dori Kuchinsky, OATH: Inc. Toké Vandervoort, Under Armour, Inc.
Small Law Department Initiative:	Troy Cahill, Lasership, Inc. Joe Doherty, Independent Insurance Agents & Brokers Patrick Samsel, Fors Marsh Group Steve Sherman, BSI Group
Technology and IP Forum:	David Beck, Viavi Solutions, Inc. Jeff Gilleran, Attorney Bob Gurwin, OATH: Inc.

Laura Jones, Avaya Inc.
Joe McNamara, Nasdaq, Inc.
Kevin Minsky, Booz Allen Hamilton Inc.

Staff:

Executive Director: Ilene Reid
Director for Legal Education: Kasha Hunt
Director for Initiatives: Jean Schlesinger
Programs Assistant: Beth McConnell

Appendix 2:

ACC NCR PROGRAM HIGHLIGHTS January through July 2017

A sampling of the high-level CLEs that ACC NCR has presented, many in collaboration with our sponsors.

1. **January 2017 Government Contractors Forum with the Interagency Ethics Council:** IT'S A NEW WORLD IN WASHINGTON – MANAGING GOVERNMENT/CORPORATE TRANSITION. Panelists include Steve Epstein, Chief Counsel, Ethics and Compliance, The Boeing Company; Jeffrey Green, Senior Attorney, Standards of Conduct Office, Department of Defense; Dani Irvine, Senior Attorney, Standards of Conduct Office, Department of Defense; Judy Kim, Associate General Counsel, Ethics & Compliance, Booz Allen Hamilton; and Jennifer Zucker of Wiley Rein LLP.
2. **January 2017 Litigation Forum:** NEW THREATS TO THE ATTORNEY-CLIENT PRIVILEGE – UNIQUE CHALLENGES FOR IN-HOUSE COUNSEL. Presented by Robert Weiner and William Bosch of Arnold & Porter Kaye Scholer LLP; and Tom Indelicarto, Executive Vice President, General Counsel and Secretary of Verisign Inc.
3. **January 2017 Corporate Law Forum:** CONFIDENTIALITY AGREEMENTS FOR 2017 – NEW LANGUAGE FOR NEW LAWS. Presented by David Sanders, co-chair of Foley & Lardner LLP's Transactional and Securities Practice Group and Joanne Kelly, Chief Counsel, AOL Inc.
4. **January 2017 Non-Profits & Associations Forum:** EXEMPT ORGANIZATIONS (2016) YEAR IN REVIEW. Presented by Alex Reid and Kimberly Eney of Morgan Lewis and Sharon Nokes, Principal Officer, Legal Affairs and Associate General Counsel, The Pew Charitable Trusts.
5. **January 2017 Privacy and Data Security Forum:** UPDATES IN PRIVACY AND DATA SECURITY FROM 2016 AND HOW TO PREPARE FOR THE YEAR AHEAD. Presented by Alan Raul of Sidley Austin LLP and Andrea Shandell, Associate General Counsel, and Chief Ethics Officer.
6. **January 2017 in Richmond:** MITIGATING RISK IN VENDOR TECHNOLOGY CONTRACTS. Presented by Will Dickinson of Williams Mullen and Sean Beard, Assistant General Counsel, Altria.
7. **January 2017 Career Development Forum:** SERVING ON A NON-PROFIT BOARD – PANEL AND FAIR. Panel: Kurt Aschermann, KA6 Consulting; Michelle Cohen of Ifrah Law; and Brett Coffee, and COO/GC, Computer Systems Center Incorporated (CSCI).
8. **January 2017 Employment and Labor Forum:** THE 2016 EMPLOYMENT LAW YEAR IN REVIEW. Presented by Aisha Jorge Massengill, Senior Associate GC, The Johns Hopkins University Applied Physics Laboratory; Emily Glendinning, Vice President & Associate General Counsel Chief Privacy Officer, BAE Systems, Inc.; and Greg Watchman, Managing Associate General Counsel, Employment Law & Employee Relations, Freddie Mac.

9. **February 2017 Technology and IP Forum:** IP 101 FOR NON-IP COUNSEL. Presented by Angel Lezak and Allisen Pawlenty-Altman of Kilpatrick Townsend and Tim Jezek, Senior IP Counsel, Hughes Network Systems, Inc.
10. **February 2017 Litigation Forum:** DEFENSE AND INDEMNIFICATION PROVISIONS – LESSONS LEARNED FROM LITIGATION. C. Bryan Wilson and Amy Mason Saharia of Williams & Connolly and Daniel J. Dell’Orto, Executive Vice President, Government Relations, General Counsel and Secretary of AM General LLC.
11. **February 2017 Employment and Labor Forum:** INSIDE THREAT – STRATEGIES FOR REDUCING THE RISK OF DATA THEFT AND DISCLOSURE BY EMPLOYEES. Presented by C. Bryan Presented by Connie Bertram, Chair, DC Labor & Employment Group, Proskauer; Emily Glendinning, Vice President & Associate General Counsel, Chief Privacy Officer, BAE Systems, Inc.; and Thomas Langer, Vice President, Security at BAE Systems, Inc.
12. **February 2017 Career Development Forum:** SPEAK UP AND SHINE AS A PANELIST OR MODERATOR. Presented by Rob Falk, General Counsel, Human Rights Campaign and Human Rights Campaign Foundation; Roscoe C. Howard, Jr. of Barnes & Thornburg's Litigation Department; Mary Kennard, Vice President and General Counsel, American University; and Greg Watchman, Managing Associate General Counsel, Employment Law & Employee Relations, Freddie Mac. Moderated by Jim Villa, Senior Vice President, General Counsel and Corporate Secretary at Versar, Inc.
13. **February 2017 Government Contractors Forum:** INTERNATIONAL COMPLIANCE CHALLENGES IN 2017 — WHAT GOVERNMENT CONTRACTORS NEED TO KNOW. Presented by Jack Shane and Ralph Caccia of Wiley Rein LLP and Alice Eldridge, Vice President and Chief Legal Counsel, BAE Systems Platforms and Services.
14. **March 2017 Technology and IP Forum Boot Camp:** CLOUD SERVICES AND VENDOR MANAGEMENT.
 - a. Session 1: Doing Business in the Cloud in 2017—Key Contract and Security Tips for the Practitioner Presented by Randy Sabett and Stephen Riddick, General Counsel, Tenable Network Security.
 - b. Session 2: Mitigating Risk in Vendor Technology Contracts Presented by Will Dickinson of Williams Mullen and Jeff Gilleran, former Assistant General Counsel, Verizon.
15. **March 2017 Signature Lunch:** The Inside Counsel Revolution – Insights from Ben W. Heineman, Jr., former General Counsel of GE.
16. **March 2017 Privacy and Data Security Forum:** PRIVACY LAWS AND THE NEW ADMINISTRATION— WHAT NOW? Presented by Karen Neuman of Goodwin LLP (former Chief Privacy Officer with the U.S. Department of Homeland Security). Moderated by Toke Vandervoort, VP, Deputy General Counsel, Under Armour.
17. **March 2017 Litigation Forum:** INSURANCE FOR IN-HOUSE COUNSEL – GETTING YOUR CLAIMS COVERED WHEN FACING LITIGATION AGAINST THE COMPANY. Presented by Scott Godes of Barnes & Thornburg LLP; Kelly Thoerig, U.S. Employment Practices Liability Coverage Leader, Marsh - FINPRO; and Barry Parsons, Associate General Counsel, General Litigation &

Government Investigations, Freddie Mac.

18. **March 2017 Government Contractors Forum: DOING BUSINESS WITH SMALL BUSINESS – LEGAL AND BUSINESS RISKS FROM THE PERSPECTIVES OF LARGE AND SMALL GOVERNMENT CONTRACTORS.** Presented by Devon Hewitt of Protorae Law and Matt Dost, General Counsel and Director of Contracts, Allied Associates International.
19. **March 2017 Non-Profits and Associations Forum: A STEP TOWARDS BETTER GOVERNANCE – BALANCING THE ROLES AND RESPONSIBILITIES OF BOARD MEMBERS AND MANAGEMENT.** Presented by Bridget Weiss and Andras Kosaras of Arnold & Porter Kaye Scholer LLP and Robert Falk, General Counsel, Human Rights Campaign and Human Rights Campaign Foundation.
20. **March 2017 Small Law Department Forum: DATA BREACHES – PREVENTION AND RESPONSE STRATEGIES.** Presented by Milada Goturi of Thompson Coburn LLP and Troy Cahill, General Counsel, Lasership, Inc.
21. **April 2017 Signature Lunch: CAN U.S. BUSINESSES GET A FAIR DEAL WHEN THE TRUMP CARD IS PLAYED? A FIRESIDE CHAT WITH FORMER HOUSE SPEAKER JOHN BOEHNER.**
22. **April 2017 Litigation Forum: TRUMP’S DOJ – HOW WILL YOU KEEP YOUR COMPANY IN COMPLIANCE?** Presented by Ted Kang of Alston & Bird LLP and an in-house panelist.
23. **April 2017 Non-Profits and Associations Forum: GIFT ACCEPTANCE POLICIES AND PRACTICES - WHAT DO YOU DO WITH [FILL IN THE BLANK].** Presented by Eileen Johnson of Whiteford Taylor & Preston LLP and an in-house panelist.
24. **April 2017 Corporate Law Forum: AUDIT COMMITTEES – THE BUSINESS PERSPECTIVE.** Presented by PwC.
25. **April 2017 Technology and IP Forum: OPEN SOURCE UPDATES AND PRACTICAL TIPS.** Presented by Jim Gatto, head of the Open Source Team at Sheppard Mullin, and Laura Jones, Legal Director at Avaya.
26. **May 2017 Global Issues Forum: OUTLOOK FOR INTERNATIONAL TRADE AND FOREIGN POLICY AND ITS IMPACT ON CROSS-BORDER TRANSACTIONS.** Presented by Ginger Faulk, Matthew West, and Georg M. Berrisch of Baker Botts LLP; and Shari Sacks, Senior Counsel, Praxair.
27. **May 2017 Litigation Forum: MANAGING THE RISKS AND SPEND OF E-DISCOVERY.** Presented by John Rosenthal of Winston & Strawn LLP; and an in-house panelist.
28. **May 2017 Technology and IP Forum: JOINT-DEVELOPMENT AGREEMENTS AND IP OWNERSHIP – BEST PRACTICES FOR GETTING THE DEAL DONE AND THE IP RIGHTS YOU NEED.** Presented by Tyler Maddry of Hunton & Williams LLP; and an in-house panelist.
29. **May 2017 Corporate Law Forum: CORPORATE GOVERNANCE 2017 – IN-HOUSE COUNSEL’S CRITICAL ROLE.** Presented by Tom White of WilmerHale LLP; and Lisa

Youngers, CEO, Nextlink Wireless.

30. **May 2017 Government Contractors Forum: OOPS! SHOULD I HAVE DISCLOSED THAT INFORMATION?** Presented by Paul Debolt of Venable LLP; and an in-house panelist.
31. **May 2017 Employment and Labor Forum Conference: A NEW ERA IN EMPLOYMENT LAW – WHAT EVERY EMPLOYER NEEDS TO KNOW.** Presented by Jonathan Zimmerman and Eric Bord of Morgan, Lewis & Bockius; Leslie Stout-Tabackman and Eric Felsberg of Jackson Lewis; Jim Murphy, Chris Humber, and Denise Giraudo of Ogletree Deakins; Victoria A. Lipnic, Acting Chair of the U.S. Equal Employment Opportunity Commission; and in-house panelists.
32. **May 2017 Career Development Forum: MAKING IT TO THE PROS – TIPS FROM BRANDON ETHERIDGE, GC OF THE BALTIMORE RAVENS.**
33. **May 2017 Privacy and Data Security Forum: COUNTDOWN TO GDPR – LEGAL AND OPERATIONAL MUST-DOS FOR COMPLIANCE.** Presented by Jim Halpert of DLA Piper; Lauren Jarvis, Enterprise Risk Services, Deloitte & Touche LLP; and Dori Kuchinsky, Assistant General Counsel – Privacy, AOL Inc.
34. **May 2017 in Richmond: CORPORATE POLITICAL ACTIVITY IN 2017 – LEGAL RISKS AND STRATEGIC OPPORTUNITIES.** Presented by Jim Kahl of Whiteford, Taylor & Preston LLP; and Wesley Bizzell, Assistant General Counsel, Director of Political Law & Ethics Programs, Altria Client Services LLC.
35. **June 2017 Litigation Forum: COMPETITOR COLLABORATIONS – WHAT EVERY IN-HOUSE LAWYER NEEDS TO KNOW.** Presented by Adam Di Vincenzo of Gibson Dunn & Crutcher LLP; Todd Braunstein, Head of Legal Investigations, Willis Towers Watson; and Gail Levine, Head of U.S. Regulatory Affairs, Uber.
36. **June 2017 Cyber Ethics: ETHICAL PERILS, PITFALLS, AND PATHS FORWARD FOR IN-HOUSE COUNSEL RESPONDING TO A CYBER BREACH.** Presented by Tom Connally, Harriet Pearson, and Jon Talotta of Hogan Lovells; and John Smith, Vice President, Legal-Cybersecurity & Privacy, and General Counsel, Global Business Services, Raytheon.
37. **June 2017 Privacy and Data Security Forum: WAR GAMES SIMULATION EXERCISE – HOW TO PREPARE WHEN FACED WITH A DATA BREACH.** Presenters include Melissa Ventrone, CIPP/US, and Milada Goturi of Thompson Coburn LLP; and Hilary Hageman, Vice President, Chief Counsel for Cybersecurity and Privacy, and Chief Privacy Officer, SAIC.
38. **June 2017 Employment and Labor Forum: IMMIGRATION 101- EMPLOYMENT-BASED VISAS, 1-9 COMPLIANCE, AND PROPOSED IMMIGRATION REFORM UNDER THE TRUMP ADMINISTRATION.** Presented by Tom McCally and Tina Maiolo of Carr Maloney; and an in-house panelist.
39. **June 2017 Corporate Law Forum: HARNESSING THE UNICORN – STRATEGIES FOR MANAGING LEGAL ISSUES AT HIGH-GROWTH COMPANIES.** Presented by Kevin Vold and Phil Feigen of Polsinelli.

40. **June 2017 Non-Profits and Associations Forum:** UBIT, THE HAND THAT FEEDS YOU – AN INTERACTIVE WORKSHOP. Presented by Jim Joseph, Arnold & Porter Kaye Scholer; and Denise Gold, Associate General Counsel, Associated General Contractors of America.
41. **June 2017 Signature Luncheon:** THE GENERAL COUNSEL FORUM: CAREER INSIGHTS. Panelists include Julie Bowen, Vice President, General Counsel and Secretary, The MITRE Corporation; Mark Hileman, General Counsel, The Colonial Williamsburg Foundation; Leonard Kennedy, Senior Vice President and General Counsel, Neustar, Inc.; Curtis Lu, General Counsel, FTI Consulting; Eric Reicin, Vice President, General Counsel and Corporate Secretary, MorganFranklin, Inc.; and Ama Romaine, General Counsel, The Johns Hopkins University Applied Physics Laboratory.
42. **June 2017 Government Contractors Forum Boot Camp:** INTELLECTUAL PROPERTY AND DATA RIGHTS IN GOVERNMENT CONTRACTING. Presented by Tina Reynolds and Jay DeVecchio of Morrison & Foerster LLP; Nicole Owren-Wiest of Wiley Rein LLP; and in-house panelists.
43. **July 2017 Technology and IP Forum:** DIGITAL ADVERTISING UPDATES AND BEST PRACTICES. Presented by Lesley Fair, Senior Attorney, Bureau of Consumer Protection, Federal Trade Commission; Leigh Freund, President & CEO, National Advertising Initiative; and Bob Gurwin, Vice President & Chief Counsel, AOL Inc. Moderated by Michael Justus of Katten Muchin Rosenman LLP.
44. **July 2017 Corporate Law Forum: 2017 ADVANCED CONTRACTS CONFERENCE**
- Boilerplate Guidelines and Best Practices. Presented by Todd Harris of Womble Carlyle Sandridge & Rice LLP and Karl Knoll, General Counsel, Clarabridge.
 - An Ounce of Prevention is Worth a Pound of Cure! Presented by Michael Bernstein of Arnold & Porter Kaye Scholer and Joshua Lefkowitz, Principal, Associate General Counsel of the Ares Legal Group.
 - Negotiating With Your Own Side. Presented by Alan Fishel, Arent Fox LLP; Ted Davies, President and CEO, Altamira Technologies Corporation, and Doug Cox, General Dynamics Mission Systems.
 - Traps for the Unwary in International Contracting. Presented by Randy Segal, Hogan Lovells and an in-house panelist.
 - Drafting Workshop. Karen Herman and Bryan Brewer of Crowell & Moring; and Darius Withers, Senior Legal Counsel, Accenture LLP.
45. **July 2017 Litigation and Government Contractors Forums:** CONFRONTING THE WORLD'S BIGGEST CUSTOMER – A PRACTICAL GUIDE TO PROTESTS OF GOVERNMENT AWARDS. Presented by Andy Shipley and Seth Locke of Perkins Coie LLP and an in-house panelist.
46. **July 2017 Signature Luncheon:** BUSINESS SKILLS SERIES: THE CHIEF FINANCIAL OFFICER'S PERSPECTIVE. Presented by Steve Theobald, CFO, Walker & Dunlop; Ali Engel, CFO, Gannett; David Chemerow, CFO, comScore; and Kathy Barlow, Senior Vice President, Marsh USA Inc.

Appendix 3:

ACC NCR SPONSOR GUIDELINES

The ACC NCR Board of Directors has promulgated these guidelines to provide rules and procedures to be followed in connection with a successful relationship with sponsors.

Overall Guidelines:

1. ACC NCR selects sponsors who are able to furnish information, services, ideas and expertise that will provide value to our members. In developing CLE programs for ACC NCR, sponsors shall note and follow these guidelines.
2. ACC NCR works cooperatively with its sponsors to develop and refine CLE topics.
 - a. All CLE topics will be reviewed by an ACC NCR volunteer leader and staff member for the subject, content, and expertise demonstrated to ensure it is relevant and of interest to our members.
 - i. ACC NCR will favorably consider a sponsor's proposed panel or speaker, topics, and methods of presentation that demonstrate not only substantive qualifications, but also the sponsor's commitment to diversity.
 - ii. ACC NCR is the premier regional bar association dedicated to serving the practice needs of in-house counsel. Every program shall include an in-house counsel either as a panelist, moderator or speaker for a substantive portion of the CLE, in addition to the sponsor speaker(s), unless the circumstances are highly unusual.
 - b. ACC NCR will assign a volunteer leader to work on each CLE to ensure that the program is at an appropriate level and aligns with the vision the firm and ACC NCR have for the content, and to help the speakers.
 - c. Ultimately, ACC NCR makes the final determination as to whether an idea is of interest to its members. ACC NCR reserves the right to not accept program content, speakers or presenters at its sole discretion.
3. Program dates will be jointly decided between the sponsor and ACC NCR.
4. Sponsor and ACC NCR will work together to choose a venue for live presentation of the program that is beneficial for both sponsor and ACC NCR members. In addition, ACC NCR CLE programs may be provided simultaneously by Web seminar, which will be recorded and available on an archive maintained by ACC NCR.
5. ACC NCR is an approved MCLE provider in Virginia and will handle the processing of all MCLE applications as part of organizing any ACC NCR MCLE program. Sponsor will be provided with the Virginia MCLE Board guidelines regarding written materials and must

adhere to such guidelines in assembling the program materials.

6. ACC NCR will handle promotion, invitations, registration, and check-in for all events.
7. Sponsors are welcome and are encouraged to invite in-house counsel clients who are not members of ACC NCR to ACC NCR CLEs and events. The sponsor can forward the ACC NCR invitation or ACC NCR will send the invitation to a list provided by the sponsor. All RSVPs for these guests should come to ACC NCR (either from the individual or the sponsoring organization) so we can track participation in our events. These clients should register as "Guest of Presenter."
8. ACC NCR does not guarantee a minimum level of attendance at any program. The longer an event is promoted to our membership with event details, the more likely the event attendance will meet your reasonable expectations.
9. Sponsors will be provided with an attendance list for their CLEs (registrants' names, titles and company names).
10. ACC NCR is a non-profit 501(c)(6) trade association and all fees paid through the Sponsorship Program are allocated to chapter operations. Admission prices for events, if any, will be set by ACC NCR, based on several factors. Sponsorship fees and admission fees are used by ACC NCR to subsidize the cost of a broad variety of ACC NCR programs and activities throughout the programming year. All ACC NCR financial activity is subject to and part of an annual accounting process.
11. ACC NCR is exceedingly grateful to its sponsors, whose strong support plays an integral role in the chapter's successful programs, events, and initiatives. Nonetheless, each year's sponsorship program stands on its own and is completely open to current and potential new sponsors. As a result, from one year to the next, sponsors are not guaranteed that they will continue in their sponsorship level or as sponsors.

Programs Logistics:

1. Scheduling of all programs will take place through ACC NCR staff. Once your program is scheduled, you will work with ACC NCR staff on all logistics.
2. ACC NCR and sponsors will work together to select specific venues for CLEs.
 - a. Subject to ACC NCR agreement, sponsors that have adequate space at their offices may host CLE events at their office location, and will provide appropriate room set-up, catering, audio/visual technology and support, and other requirements.
 - b. If your office is not the best place to hold the CLE program, ACC NCR will arrange and/or book another venue. In that case, ACC NCR will contract for the space and arrange appropriate catering, audio/visual technology and support, etc. No sponsor should make booking arrangements, unless previously approved by ACC NCR

- c. For those programs where ACC NCR does not charge its members a fee, presenting sponsor(s) will be responsible for all food/beverage and venue costs.
3. ACC NCR will determine whether or not to charge a fee for a CLE and will collect and retain all such fees.
 - a. Non-member in-house counsel will be charged an admission fee to attend or participate by distance-learning in ACC NCR CLE programming (unless a specific membership promotion grants them free admission).
 - b. If a non-member is invited to participate in an ACC NCR CLE by a presenting sponsor, the admission fee for that attendee will be waived or arrangements will be made to bill the sponsor for the fee, provided that attendee registers as a "Guest of Presenter."
4. ACC NCR reserves the right to cancel, change times, modify all aspects of the programming, including venue, for reasons of weather or other exigent circumstances. In the event of a venue-driven cancellation or change, ACC NCR reserves the right to reschedule the program. Generally, ACC NCR makes every effort to ensure that the show will go on.
5. If, after a CLE is scheduled, a sponsor's speaker is unable to participate in that CLE, for whatever reason, we expect that another qualified individual from the sponsor will fill in for that person. Otherwise, ACC NCR may be able to find a replacement speaker for that CLE event. CLE events will not necessarily be canceled just because a speaker withdraws.

Program Content and Materials, and Procedures:

1. Sponsors are expected to prepare and provide all attendees with useful, informative, and practical written educational materials on the topic (which should, at a minimum, include a paper handout of any presentation slides), and to provide electronic versions to ACC NCR for sharing in electronic format on the ACC NCR Website. Such materials must conform with the Virginia Bar MCLE guidelines.
 - a. Visual presentation materials, such as a PowerPoint® presentations, are encouraged for all CLEs and are required if the CLE will be presented by Web seminar. Creative formats to get across seminar subject matter are also encouraged.
 - b. Sponsors are strongly encouraged to provide forms, templates, agreements, checklists, and other practical guidance and resources in addition to presentation materials.
 - c. All program content and materials for the program must be reviewed in advance by the volunteer leader liaison and ACC NCR staff.
2. Presentation materials will be posted on the ACC NCR Website (and, if applicable, the ACC NCR Web seminar site) for download by members. By returning the signed Sponsorship

Application form, sponsor agrees to this sharing, use and distribution requirement.

3. All hand-out materials and presentation materials must prominently display the ACC NCR logo, in addition to the sponsor(s) logo(s), and must clearly represent that the seminar is a ACC NCR event.
4. Program materials should include biographies for all speakers. They also may include brief promotional information on sponsor's firm, services, etc. Please note, however, that sponsor will not be permitted to make introductory comments about his/her firm and its services during the substantive presentation.
5. At the beginning of all CLE programs, an ACC NCR representative will welcome attendees and introduce the program and speakers.

Marketing and Publicity:

1. ACC NCR will advertise and seek publicity for all chapter events at its expense. ACC NCR will share such materials with the presenting sponsor.
2. If a sponsor creates its own promotional materials (i.e. to send to the sponsor's clients and to post on the sponsors' Website), any such promotional materials shall be submitted to ACC NCR staff for approval prior to its distribution or posting.
3. ACC NCR staff handle all mailings to ACC NCR members.

Rules of Conduct:

1. Sponsorship of ACC NCR events by outside counsel and vendors is not intended to and will not result in a member's organization (or its in-house attorney) being obligated to purchase the services of any sponsor.
2. Sponsorship fees are not intended as, and should not be considered as, an illegal, improper or unethical gift or gratuity to a specific organization or in-house attorney.
3. Attendance at ACC NCR events is limited to ACC NCR members and their guests, sponsors and their guests, and prospective ACC NCR members.
4. Attendance by sponsor personnel, beyond the allotted number of invitees (if any), is not permitted. With the exception of signature luncheon programs, sponsors may not attend CLEs that they are not organizing/presenting, unless their attendance is approved in advance by ACC NCR.
5. ACC NCR reserves the right to refuse any sponsor, as well as the right to restrict or remove any presentation or exhibit that, in the opinion of ACC NCR, detracts from the general character of a program or event. This reservation applies to displays, printed matter,

promotional materials, inappropriate conduct, and method of operation. In the event of such restrictions, ACC NCR will not be liable for any refunds or other program expenses.

6. As determined by the Board of Directors, failure to comply with any provision of the Sponsor Guidelines may lead to:
 - a. Warning to the sponsor; and/or
 - b. Sponsorship termination and forfeiture of all fees paid by the sponsor.

ACC NCR 2018 Sponsorship Application

The sponsorship application has the following parts to be completed:

- Full contact information.
- Affirmation: By completing this form, you represent that:
 - You have carefully reviewed and fully understand the terms and provisions of the 2018 ACC NCR Sponsorship Program and that you are committed to working within the Program and its requirements, specifically the ACC NCR Sponsor Guidelines;
 - You are authorized to submit this sponsor application form on behalf of the sponsor applicant; and
 - You will pay the sponsorship fee to ACC NCR by the applicable deadline.
- Sponsors can rank up to 5 choices for sponsorship levels.
- Sponsors can specify if they would like to add-on a Leadership Academy Host sponsorship.
- Questions:
 - In one or two paragraphs, please state how your firm/company envisions having a successful relationship with ACC NCR and its members through sponsorship. If you have sponsored before, what have you found valuable about your sponsorship? If this would be your first time, what interests you about ACC NCR sponsorship? (Required)
 - Does the local office of your firm focus on a particular industry or industries? (Required)
 - If applicable, please indicate which practice area(s) or individual(s) at your firm are the stakeholders for this sponsorship (i.e., providing the funding for sponsorship). If the sponsorship is not tied to a specific practice area or individual, please type "General" in the box below. (Required)
 - If you are selected as a ACC NCR sponsor for 2018, which practice area(s) would want to take advantage of the opportunities to present CLE(s) that is/are provided by the sponsorship level(s) for which you are applying? (Required)
 - Please indicate any specific topics your firm would want to present on, or specific programs you would want to be part of (a conference, boot-camp, etc.)?
 - Please indicate who will be the primary point(s) of contact for all administrative matters concerning the sponsorship (please include title, phone number, and e-mail address). These communications include: confirmation and invoice; sponsor updates about benefits, deadlines, and deliverables; etc. (Required)
 - Comments or other factors you would like to make us aware of.