

## NBA ASSOCIATE ADVANCEMENT ACADEMY (FOR EXCELLENCE) – FIRM SUPPORT CERTIFICATION

Applicant Name

Firm Name

### Participation Expectations ( AUG 2024 – July 2025)

#### Monthly Virtual Professional Development and Networking Sessions (SEP 2024 - JUNE 2025):

- Anatomy of a Big Law Firm: How It Makes Money
- Law Firm Etiquette and Navigating a Law Firm (Capitalizing on Firm Support Staff)
- Legal Research & Writing Skills Workshop
- Transaction Skills Workshop
- Accounting 101 & Corporate Basics
- The Art of Business Development/Learning a Client's Business
- The Clients: In House Legal Perspectives
- Building your Brand-Externally
- Building your Brand-Internally
- The NBA & Using Your Legal Skills to Benefit the Black Community
- Wellness (physical and mental)
- Doing Well While Doing Good (successfully integrating pro bono/service into firm practice)

#### Monthly Mentoring

- Meet with equity partner mentor
- Meet with corporate counsel mentor

#### The Following NBA Events (In-Person):

- **Academy Orientation**  
Sep 13-14, 2024, Washington, D.C.
- **Commercial Law Section Conference**  
FEB 2025, Location: TBD  
(Should your firm elect to sponsor, sponsorship includes conference registration; fellow firm covers transportation and lodging)
- **Corporate Law Gateway to Success Seminar**  
April 2025, Location: TBD
- **Annual Convention - Graduation**  
Chicago, IL July 2025  
\$700 (Earlybird) \$900 (Regular)

*While participation in the Academy is free, participating firms will be expected to cover registration and travel expenses (e.g., airfare, hotel, etc.) for fellows to attend each program. Estimated cost is \$10k for the year.*

### Confirmation of Support

Does the firm support the Associate's required time off to participate in these expectations?

Yes  No

Will the firm financially support the Associate's attendance at the four NBA events identified above for 2024 and 2025?

Yes  No

### Approval by Firm (Approver must be Office Managing Partner or Practice Group Leader)

#### Approver Info:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

\_\_\_\_\_  
Signature