AWARDS OF ACHIEVEMENT
GENERAL RULES

I. OBJECTIVES
   A. To provide an opportunity for local, state, and national ABA YLD affiliates to gain national recognition for well executed programs that contribute significantly to the public good and the betterment of the legal profession.
   B. To provide a forum for the interchange of ideas among affiliates.
   C. To provide affiliates with a means of comparing and evaluating their programs alongside those of other affiliates.
   D. To provide affiliates with readily accessible information about the projects of other affiliates.

II. ELIGIBILITY - Any ABA YLD Young Lawyer Affiliated Organization affiliated under Articles 3.1(a) or 3.1(b) of the ABA YLD Bylaws is eligible to apply. For more information on Affiliate eligibility, see the ABA YLD Bylaws.

III. CATEGORIES AND DIVISIONS
   A. Categories of Competition
      1. Single Project: Service to the Public - This submission should highlight the affiliate's best public service project conducted during the most recently concluded bar or activity year.
      2. Single Project: Service to the Bar - This submission should highlight the affiliate's best professional service project conducted during the most recently concluded bar or activity year.
      3. Single Project: Diversity - This submission should highlight the affiliate’s project conducted during its most recently concluded bar or activity year that best assisted diversity lawyers in career development or increased their level of involvement in the bar.
      4. Comprehensive - This submission should highlight the affiliate’s broad range of programming conducted during its most recently concluded bar or activity year. The award is determined from a comprehensive evaluation of all programs.
      5. Newsletter - The submission should highlight the role of an affiliate newsletter in achieving its overall goals and objectives.

All submission should highlight the most successful projects conducted during the last concluded activity year for the period from June 1 prior through June 1 of the current year. Or, for such other 12 month period of time as reflects the last concluded activity year of the affiliate (e.g., January 1 through December 31).
B. Divisions

1. **State** - State affiliates with a young lawyer membership of:
   a. **Division A**: More than 8,000 young lawyer members.
   b. **Division B**: Between 3,000 and 8,000 young lawyer members.
   c. **Division C**: Fewer than 3,000 young lawyer members.

2. **Local** - Serves a local geographic area, other than a State, with a young lawyer membership of:
   a. **Division A**: More than 2,000 young lawyer members.
   b. **Division B**: Between 800 and 2,000 young lawyer members.
   c. **Division C**: Fewer than 800 young lawyer members.

3. **National** - Includes national affiliates and young lawyer branches of the Armed Forces.

4. **Rules for Division Placement**
   a. When determining the total young lawyer membership of your affiliate, calculate the total number of young lawyer members of your affiliate without regard to whether those young lawyers are members of the American Bar Association.
   b. Submissions are placed in divisions by the "honor system," with each affiliate placing itself in the appropriate division. Each affiliate is expected to make a good-faith effort to determine its total young lawyer membership.
   c. In cases of dispute as to the appropriate division for any submission, the Awards of Achievement Chief Judge shall make a final determination. The Chief Judge also reserves the right to adjust the divisions in order to provide a balanced competition if too few or too many submissions are received in any single division, or if it appears an affiliate is more appropriately judged in a different division. Affiliates will be notified if their division is changed, and the affiliate may challenge that assignment with a simple email to the Chief Judge and Affiliates Director.

IV. AWARDS

A. Awards by Division

1. **Single Project Submissions** - A first place award and, as may be determined by the judges in their discretion, special recognition will be awarded in each division for Service to the Bar, Service to the Public, and Diversity single project submissions.

2. **Comprehensive Project Submissions** - A first place award and, as may be determined by the judges in their discretion, special recognition will be
3. **Newsletter Submissions** - A first place award and, as may be determined by the judges in their discretion, special recognition will be awarded in each division.

**B. Comprehensive Awards**

1. **American Bar Endowment Outstanding Public Service Project Award** - The award winner is chosen from among all Single Project/Service to the Public submissions in recognition of exceptional, unique, and exemplary projects.

2. **Most Outstanding Single Project/Service to the Bar Award** - The award winner is chosen from among all Single Project/Service to the Bar submissions in recognition of exceptional, unique, and exemplary projects.

3. **Overall Outstanding Affiliate** - The award winner is chosen from among all Affiliate submissions in recognition of exceptional, unique, and exemplary projects overall.

**V. PROCEDURES FOR FILING**

A. Each affiliate may submit one (1) project in each of the following categories: Single Project: Service to the Public; Single Project: Service to the Bar; Single Project: Diversity; and Newsletter. Accordingly, each affiliate may submit a maximum of four (4) projects (not including a Comprehensive category application). Submission of more than one project in each category will result in disqualification.

B. Projects contained within the Comprehensive submission must be submitted separately for consideration in the Single Project or Newsletter categories. Projects included in a Comprehensive application are not automatically considered for Single Project or Newsletter awards.

C. The AOA submissions must be completed online.

D. For each entry, the affiliate has the option of submitting electronic exhibit at the time of the application submission complying with the requirements found section VII. Please note: electronic exhibits are optional.

E. DO NOT submit any printed materials or flash drives to the ABA.

F. Time and Place of Filing - Submissions must be submitted online by 11:59 p.m. CST May 15. Regardless of circumstance, technological issues, or delay, late submissions will not be considered.

**VI. JUDGING**

A. Judges - The Chief Judge and Associates Judges appointed to the ABA YLD Awards and Subgrants Team will judge all submissions. The Affiliates Director reserves the right to recruit judges if additional or replacement judges are necessary. No judge will evaluate a submission from his/her own state.

B. Points Judges will be asked to consider:

1. **Single Projects**: Judges will give primary consideration to the following factors:
   a. Goals and their achievement.
b. Significance of the project’s impact.
c. Degree of participation by members.
d. Originality of activity or project.
e. Compliance with the rules.

2. **Newsletter**: Judges will give primary consideration to the following factors:
   a. Article selection.
   b. Writing quality.
   c. Overall design.
   d. Choices given design constraints.
   e. Goals and impact.
   f. Compliance with the rules.

3. **Comprehensive**: Scoring for the Comprehensive Award will combine the weighted average of single projects and a weighted “balance” score. First, Judges will consider all single projects submitted with a comprehensive application using the Single Project criteria in Section VI(B)(1) above. Judges will also determine the well-rounded or balanced nature of the overall bar program by considering the following categories:
   a. Balance of Service to the Public and Service to the Bar Projects.
   b. Efforts to co-sponsor with senior bar associations and other groups.
   c. Number of projects and quality of projects relative to membership size of the affiliate.
   d. Number of projects and quality of projects relative to budget.
   e. Balance of programs for experienced and inexperienced lawyers.
   f. Overall perception of balance, well-rounded programming, and excellence.

VII. **OUTSTANDING SINGLE PROJECT** - The judges, in consultation with the Chief Judge and the Affiliates Director, may award two outstanding project of the year awards: one for Outstanding Project for Service to the Bar, and one for Outstanding Project for Service to the Public. Discretion to select these winners (or not to select winners in any year) shall reside solely in the Chief Judge, in consultation with the Affiliates Director.

VIII. **RULES AND COMPLIANCE** - Submissions that fail to comply with rules the will not be considered. The Chief Judge shall make determinations of any questions regarding compliance and the decision of the Chief Judge shall be final. Questions regarding the interpretation of any rule may be addressed to the Chief Judge.

   Questions should be directed to:
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