

MCCA



**GEORGE B. VASHON**  
*INNOVATOR AWARD*

### **2019 GEORGE B. VASHON INNOVATOR AWARD**

The George B. Vashon Innovator Award is presented to smaller companies that are not in the Fortune 1000 and law firms that are less than 500 attorneys that have led the way with innovative best practices to assist diverse<sup>1</sup> attorneys. It is named for scholar, abolitionist and lawyer George B. Vashon, who was the first licensed African American attorney in New York State (1848) and one of the first admitted to practice before the U.S. Supreme Court (1867).

MCCA will select 2 national winners (1 law firm and 1 corporate law department). The winners will be honored at the Creating Pathways to Diversity Conference in New York on October 16, and the award will be presented to the winning company's General Counsel who will accept on behalf of their organization. The national winners will also be profiled in Diversity & the Bar magazine, the official magazine of the MCCA.

To be considered for the George B. Vashon Innovator Award, complete this nomination form in its entirety. Any unanswered questions will result in an automatic zero and negatively impact your final score. To provide further transparency in our award selection process see scorecard sample on our website: <https://www.mcca.com/awards/vashon-innovator-award/>.

**Please submit two copies of the award application. Mail one hard copy to MCCA, 1111 Pennsylvania Avenue, NW Washington, DC 20004 and email the second copy to [awards@mcca.com](mailto:awards@mcca.com)** (Maximum of 12 Pages- anything over 12 pages will not be reviewed or considered). The application form will **not** be counted as part of the 12-page submission. All information will be kept confidential and will only be shared with the internal selection committee.

**The deadline for all applications is May 31, 2019.**

**ALL DEADLINES ARE FINAL. EXTENSIONS WILL NOT BE GRANTED.**

**Corporation Name:** \_\_\_\_\_

**General Counsel:** \_\_\_\_\_

**General Counsel Email:** \_\_\_\_\_

**General Counsel's Office Location:** \_\_\_\_\_

**Diversity Chair/Director:** \_\_\_\_\_

**Diversity Chair/Director's email:** \_\_\_\_\_

**Diversity Chair/Director's Office Location:** \_\_\_\_\_

**HQ Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**List of city locations for offices reflected in the demographic profile:**

\_\_\_\_\_  
\_\_\_\_\_

**Applicant's Name** \_\_\_\_\_

**Applicant's Title** \_\_\_\_\_

**Applicant's Phone:** \_\_\_\_\_

**Applicant's Email** \_\_\_\_\_

1a. Does the law department have a formal and documented diversity plan? If yes, explain

Yes \_\_\_\_\_ No \_\_\_\_\_

1b. If yes, select the elements that exist in the diversity program and provide all requested documentation.

- A statement of principles endorsing diversity in the legal department and among outside counsel *(please provide copy of the statement of principles)*.
- A formal or informal recruitment strategy to increase the number of women or diverse attorneys in the law department. *(please explain and provide strategy)*
- A statement of steps that will be taken to increase diversity in the law department. *(please provide statement)*
- The accountabilities of management, key stakeholders (internal and external), supervisors and other committees for implementing the diversity plan.
- The use of metrics and/or scorecards to evaluate the effectiveness, impact and sustainability of the legal department's diversity plan and the frequency that the general counsel is advised of the results. *(please explain metrics that are tracked and/or provide a scorecard template)*
- The use of metrics and/or scorecards to evaluate the effectiveness, impact and sustainability outside counsel's diversity initiatives. *(please explain metrics that are tracked and/or provide a scorecard template)*
- Other(s): \_\_\_\_\_

*\* MCCA's definition of metrics: a quantitative measurement to assess or evaluate the law department's progress toward their stated goals. Metrics may be clustered groups of statistical information that together provide insight into an aspect of the diversity program.*

2a. How does your general counsel communicate his/her commitment to diversity to all members in the department? For example, does the general counsel personally review the diversity-related performance of the law management team to ensure they identify and implement action steps to promote diversity?

3a. Does the law department have a formal mentoring program? If yes, explain the purpose of the mentoring program, and how you evaluate its effectiveness, impact and success.

Yes \_\_\_\_\_ No \_\_\_\_\_

3b. If yes, select the primary responsibilities of each mentor.

- Long-term career advice.
- Assignment of high-visibility.
- Exposure to important clients, senior managers and executives.
- Personal support and encouragement.
- Other \_\_\_\_\_

4. Select the following initiatives the law department participates on a regular basis or has participated in this past year. List the initiatives and provide details on each.

**Recruitment**

- Participate in minority law student/diversity job fairs.
- Pipeline initiatives e.g. provide internships/externships, etc.
- Utilize MCCA Job Bank and Career Center/" Hot Jobs" postings.

**Retention**

- Collaborative efforts with Community, Bar Associations and Outside Counsel
- Counsel Work-Life Balance e.g. flex time policy, gender neutral parental leave, etc.
- Select minorities to play an active role in hiring of minorities or women.
- Sponsorship/mentorship for junior attorneys.

**Promotion**

- Succession plan includes emphasis on diversity and greater inclusion of non-white men and women in firm leadership.
- Increase/review compensation relative to competition.
- Work with diverse attorneys to develop career advancement plans
- Other \_\_\_\_\_

5a. Does your general counsel actively promote the utilization of minority law firms and minority partners and associates in majority firms? If yes, explain how?

Yes \_\_\_\_\_ No \_\_\_\_\_

5b. If yes, do you measure the dollars spent with minority and women-owned law firms or track billable hours by ethnicity and or gender in majority owned law firms?

Yes \_\_\_\_\_ No \_\_\_\_\_

6a. Does the law department tie diversity results to compensation and/or include diversity program contributions in attorneys' annual performance reviews?

Yes \_\_\_\_\_ No \_\_\_\_\_

6b. Are the attorney's diversity program contributions given the same weight and consideration as other legal work in their annual performance review? If yes, explain.

Yes \_\_\_\_\_ No \_\_\_\_\_

7. Discuss how the law department is an ambassador and leader of diversity & inclusion in the legal

profession.

8. Has the law department been recognized for its leadership in diversity & inclusion initiatives? If yes, please list all awards and/or recognitions your law department has received.

Yes \_\_\_\_\_ No \_\_\_\_\_

***\* Please provide any additional information related to your diversity initiatives and programs that you feel is important when reviewing your nomination application.***

**Diversity<sup>i</sup> Demographic Information for Law Department**

	Total Number	Minority <sup>ii</sup>	Women	LGBTQ	Attorneys with Disabilities <sup>iii</sup>
Number of Attorneys <sup>iv</sup>					
Managing Attorneys/Direct Reports to the GC					
Individual Contributors					

**MCCA is a 501(c)(3) organization. Taxpayer ID# 13-3920905**

For more information about the Vashon Award, visit [www.mcca.com](http://www.mcca.com). Questions? Please contact Sophia M. Piliouras, President, MCCA Advisory Practice at 202-739-5910 or via email at [sophia.piliouras@mcca.com](mailto:sophia.piliouras@mcca.com).

<sup>i</sup> For this nomination form, “diversity” is defined as minorities, women, openly or self-identified LGBT attorneys, and individuals with disabilities. If an attorney fits into more than one diversity category (e.g., a white lesbian attorney or a gay male minority), then you may count the same person in both categories. But do not count the same person twice for the “Total” number of attorneys, and do not count the same person in more than one racial minority category.

<sup>ii</sup> For this application, minorities are defined as those whose race is other than White/Caucasian and include the following categories designated by the Equal Employment Opportunity Commission: African-American/Black (not Hispanic/Latino); Hispanic/Latino; Alaska Native/American Indian; Asian; Native Hawaiian/Other Pacific Islander; and Multiracial (those who identify with two or more of the above races). PLEASE NOTE: no attorney can be counted in more than one minority category.

<sup>iii</sup> For this application “individuals with disabilities” should be understood broadly to include (a) anyone who has identified himself or herself as having a disability; (b) anyone who has requested an accommodation due to a disability; and (c) anyone whom you can confirm from observation or other objective evidence clearly has a disability.

<sup>iv</sup> All answers should reflect permanent attorney staff in the United States. Do not include temporary or contract attorneys or office locations outside the United States.