



# Federal Bar Association

## **Policy No. 9-7: Section and Division Programming**

**Approved By:** Board of Directors  
**Date Approved:** January 12, 2024  
**Date Effective:** January 12, 2024

### **Purpose:**

Sharing legal education and substantive law updates is key to the FBA's mission and, in particular, a key benefit of FBA Section and Division membership. In an effort to promote and support the FBA mission and advance the Sections and Divisions, the following policy addresses the facilitation and creation of Section and Division educational programming.

### **Section and Division Minimum Programming**

Each Section and Division shall sponsor a minimum of one (1) educational program per Fiscal Year to provide key updates or practice knowledge. The educational programs may be in any format designed to advance the General Objectives of the Association as described in the Constitution. All Section and Division programs shall be in compliance with all Association policies. FBA National staff is available to assist in planning Section and Division programs and activities.

### **Endorsements Related to Section or Division Programming**

No Section or Division shall endorse any organization, product or service not formally affiliated with the FBA or accept the endorsement of any such organization without obtaining the prior written approval of the Chair of the Sections and Divisions Council, in consultation with the Executive Director.

### **Section and Division Programming**

Each Section and Division is expected to develop and maintain programs and activities of interest to that Section's or Division's membership, in accordance with the General Objectives of the Association as described in the Constitution. Section and Divisions should strive to include a CLE component in their yearly programming, by sponsoring FBA webinars (described in Policy 6.2) and/or partnering with an FBA Professional Chapter or outside entity. Each Section and Division shall have a leader/committee tasked with the development of CLE and programming.

A Section or Division may receive support from the national staff for non-CLE programming. Requests to host programming should be shared with national staff at least 30 days prior to the non-CLE event.

Sections or Divisions that seek to plan educational programming lasting more than three hours with national staff support should consult Policy 9-6, National Conferences.

Sections or Divisions that seek to plan a CLE event (outside of an FBA-sponsored webinar or conference), must partner with an FBA Professional Chapter or outside entity. If a Section or Division partners with an FBA Professional Chapter or outside entity to plan an event, the program is considered a local program. The Professional Chapter or outside entity is responsible for program administration, contractual obligations and CLE reporting and accreditation, where applicable. National staff will not be involved in the program's planning or execution but can provide marketing support and guidance. National staff must be consulted in advance if a section or division intends to share financial liability.

**Change Notice:**

Originally adopted: July 10, 2015. This policy replaced policy 6-1: Section and Division Sponsored CLE programs. Amended June 22, 2023; January 12, 2024.