

State Network Certification 2024

In order for a State to receive State certification, more than fifty percent (50%) of their Local Networks must be certified. Please fill out each benchmark. State Networks that submit certification paperwork earlier in the application cycle with specific milestones that are not met by the submission date (but expected to be completed), should denote "pending, anticipated completion date by 10/1/24. National will verify that milestones were completed.

* Indicates required question

1. Email *

2. State Network Name: *

3. Name of person submitting the State Certification: *

4. 1. **State Network certification.** *This benchmark ensures that the state network adheres to the State Network model standards.* *

Have you confirmed that at least fifty percent (50%) of your local networks have submitted the certification document by the deadline?

Check all that apply.

Yes

No

5. 1a. If they have not what is the reason for non-submittal? *

6. 2. **Leadership Development and Engagement.** *This benchmark ensures connectivity and engagement with all Women’s Council entities, Local, National and other States.* *

The State President & State Liaison must attend the National Flagship Events held during the year.

Enter 2024 President and State Liaisons names and which events they each attended and/or registered for (National will verify).

National Flagship Events (Elevate - February, Midyear - May, National Conference - November).

- 7. 2a. Per the Operating Model, the State Network provides an orientation to all 2024 Leadership teams by the end of the first quarter of the year (by 3/31/24) or in the fourth quarter of 2023. Was an orientation held? *

Check all that apply.

- Yes
- No

- 8. 2b. Enter when/where Orientation event was held. *

- 9. 2c. Attending the New Year Kickoff & Town Hall held on 1/4/2024 fulfills the orientation requirement. Insert from State Leadership Team who attended: *

- 10. 2d. The State Network participates in National Leadership Identification & Development program in a comprehensive and timely manner. *

Enter link to website Leadership page. Enter date State recommendations were submitted to National. (National will verify).

- 11. 2e. The 2025 State President and the 2025 State Liaison are required to attend Network 360 in August 2024. Enter names of the 2025 State President and 2025 State Liaison. (National will verify). If either of these officers did not attend, please give a reason why. *

- 12. 2f. The state is committed to diversity, equity, and inclusion efforts and has specific actions to address achieving it, including, but not limited to programming, marketing and communications, and outreach with diversity-based groups. Please describe the efforts in brief: *

- 13. 2g. Performance Management Network (PMN) is Women’s Council’s leadership focused NAR approved REALTOR® designation. Please list date(s) and course(s) title(s) if the state offered a PMN designation course(s) in 2024. *

If none, why has a course(s) not been offered?

- 14. 3. **Administration and Governance.** *This benchmark ensures operational excellence and thorough administration to ensure network continuity annually.* *

The 2024 officers were formally reported to National by 9/30/2023 using the online form found in the Network Glossary. Enter date officers were reported.

- 15. 3a. Affiliation agreement was signed by 2024 President and returned to National. *

Enter the date affiliation agreement was submitted.

- 16. 3b. Treasurer filed taxes on time. Enter the date taxes were filed. If taxes have not been filed, please provide reason. *

- 17. 3c. The 2025 elections should be completed and names submitted to National no later than 9/30/2024. Enter date of State Network election. *

Please insert the names of the elected officers.

- 18. 3d. The 2025 State Liaison was elected, and name reported to National *
by 6/1/2024 utilizing the online form. Enter date State Liaison name was
submitted.

- 19. 3e. The State Network has recent Standing Rules which are posted in the *
documents section of microsite. (National will verify).

Post link here:

- 20. 3f. The Budget for 2024 was submitted to your National Liaison and input *
into BillHighway no later than 12/1/2023. (National will verify).

- 21. 3g. Updated Strategic Plan will be submitted to your National Liaison prior to 12/1/2024. *

Enter date (or expected date) Strategic Plan was sent and to whom it was sent. (National will verify).

- 22. 3h. Network utilizes an electronic file share system. This ensures the officer teams obtain historical administrative paperwork, relevant information, and other tools to ensure continuity of operations. *

Briefly describe your file share system:

23. 3i. State network has officer positions filled (and/or replaces officers in a timely fashion). List any vacancies throughout the year, and how long it took to replace the position. (National will audit microsite to ensure officer positions are filled). *

24. 3j. State is working with Local network(s) to fill any vacant officer positions. List any network(s) that have any of the 6 elected officer positions vacant and what steps are being taken to assist the local network. *

25. 3k. State President and/or State Liaison attend meetings scheduled by the National Liaison. List dates of the meetings and if the State President and/or State Liaison attended. *

- 26. 4. **Communications: Image and Branding.** This benchmark ensures that the State network’s image is consistent and meets standards as set forth by National. NOTE: Network adheres to brand standards as outlined in [Branding Guidelines](#) *

Microsite coordination between teams: 2024 and 2025 teams have coordinated microsite training, which includes but is not limited to, viewing microsite training resources on wcr.org.

Enter how these State teams will coordinate transition:

- 27. 4a. Microsite is used as the State Network primary communications vehicle with current, timely and relevant information, including the following benchmarks: (current president welcome message, current strategic partner logos and links, posting of most up-to-date bylaws). *

How will your State ensure this has been completed and also assist the Local Networks to update their microsites?
