

USDN Regional Network Workbook

Beginning in September 2015, USDN is implementing the Regional Network Partnership Pilot Program. The goals of this program are to: 1) Define and strengthen the relationships between USDN and Regional Networks of Sustainability Directors in North America; 2) Formalize network building best practices for existing and emerging networks, so they can be supported as an urban sustainability field-building tool; 3) Provide support for interested networks for continued Regional Network growth; and 4) Scale field development opportunities through regional networks. Regional Networks can participate as either:

- **USDN Affiliate Network:** meet some USDN network building standards and receive some support services from USDN; or
- **USDN Partner Network:** meet all USDN network-building standards and receive additional support services from USDN.

The Regional Network Best Practices workbook can be used to help develop and grow a thriving network. It is designed as a guide for networks as they establish their operational structures and best practices. The following topics are addressed in the workbook:

1. USDN Regional Network Purpose, Goals, and Vision Development Guide
2. USDN Regional Network Governance Structure Development Guide
3. USDN Regional Network Communications Plan Guide
4. USDN Regional Network Annual Meeting Planning Guide
5. USDN Regional Network Membership Guidelines Development Guide
6. USDN Regional Network Annual Work Plan Development Guide
7. USDN Regional Network Member Weaving Guide
8. USDN Regional Network Fundraising Plan Guide

Program participants have access to a number of services provided by USDN. Depending on the network's level of participation, these services can include: 2016 SSDN Annual Meeting Design Technical Assistance; 2016 SSDN Network Annual Meeting Facilitation; Steering Committee Orientation; Network Funding Opportunities; Network Building 101 Training; USDN Website Training Webinars; and other services tailored to each network.

Regional networks that wish to participate in the program will be expected to follow the timeline outlined in the following checklist.

- August 2015** – Determine level of participation in the program (USDN Affiliate Network or USDN Partner Network)
- September 2015 through September 2016** - Affiliate and Partner Networks complete the Regional Network Best Practices Workbook and the other participation requirements outlined in the Pilot Program.
- September 16, 2015** – Deadline for interested networks to submit a Letter of Intent (LOI) stating their intention to participate in the program, at what Tier, and their commitment to complete the program requirements by September 2016.
- August/September 2015** - INC and each Regional Network develop a tailored technical assistance scope that will help each one achieve the standards of the Tier they have opted into.