



Outstanding Chapter Award

PURPOSE:

To recognize outstanding Chapter practices with the intent of sharing knowledge about them. All applications will be incorporated in the online Chapter Resource Library as we push the standards of practice for NIGP Chapters forward. The final goal is for these Best Practices to be documents that other chapters can read and replicate.

AWARD CATEGORIES: Can submit in up to 2 categories.

- Chapter Operations
- Chapter Membership
- Chapter Advocacy and Outreach
- Chapter Professional Development

REQUIREMENTS:

- Must have completed a Chapter Performance Standard SEAL Application.
- Must be in a Word or PDF document that is 4-5 pages in length (not including the cover page) and highlighting only 1-2 program/event/best practice.
- All pages can include text, photos, links, and embedded documents. Links should not replace detailed descriptive text but used as back-up or examples.
- All applications must be based on activities in 2023 and indicated on the submission.
- **DO NOT submit your Performance Standard Seal Application and Outstanding Award as one document. if you are applying for an Outstanding Award in two categories, that must also be in two separate applications.**

Winners will be announced and award during the Annual NIGP Forum

Application Due: May 27, 2024

Submit application to: Chapters@nigp.org

For Questions: Email or call Jennifer Steffan at jsteffan@nigp.org 703-429-2606



Please use this form as the cover page for each submission (chapters can submit in two categories).

Outstanding Award Application

Chapter Name:	
Submitted By:	
Contact Information:	
List Program(s) that will be highlighted in application	

☐ Has your chapter submitted your Performance Standard SEAL?

Check the box for the Outstanding Chapter Award you are submitting:

- ☐ **Outstanding Chapter Operations Award**
- Does your chapter excel in its operating processes, including policies and procedures, budgeting, recognition of agencies and individuals and involvement with NIGP?
- ☐ **Outstanding Chapter Membership Award**
- Does your Chapter excel in membership benefits and resources and what are your methods for membership retention and growth?
- ☐ **Outstanding Chapter Advocacy and Outreach Award**
- Does your Chapter utilize best practices and operations that have been demonstrated to be an effective advocate for members and our profession?
- ☐ **Outstanding Chapter Professional Development Award**
- Does your chapter excel in providing educational resources and other opportunities to your membership?

1. PROGRAM (Worth 25 points)

- a) Explain the program/event/best practice that you implemented in 2023 in detail

2. RESULTS (Worth 25 points)

- a) How did the program change from what happened before in your Chapter with data from 2023?
- b) Was this program/event/best practice successful or not and why?
- c) What did members say? Share outcomes and results

3. DIFFERENTIALS (Worth 25 points)

- a) Explain what makes your program/event/best practice different than other Chapters or different than what your Chapter has done before?
- b) How did you come up with this idea?
- c) How is the program/event/best practice different from anything you or others have done?

4. LESSONES (Worth 25 points)

- a) Indicate in detail what steps a Chapter or board must take to approve this idea
- b) Who must be communicated with before/during/after?
- c) What worked with your program/event/best practice?
- d) What did not work, or would you change about the program/event/best practice?
- e) Will your Chapter continue to so the program/event/best practice the same way? Different? As Often?