

*Submit by Oct. 1
of each year*

Stephen F. Austin State University Alumni Association Outstanding Chapter of the Year Award

Criteria

To be considered for the award, it is highly recommended that the Chapter (in the previous year):

- Demonstrate a full calendar of events that include
 1. at least two Chapter business meetings
 2. periodic or regular social events and/or networking lucheons
 3. at least one major fundraiser
 4. a Freshman Send-Off Party
- Demonstrate solid membership growth
- Demonstrate a committed core group of officers
- Demonstrate proof of fundraising net earnings and subsequent donations to the Chapter's scholarship endowment (or another scholarship endowment) administered by the SFA Alumni Association
- Demonstrate proof of formal communication tools (i.e. chapter e-mail newsletters, website, etc.)

History of the Award

The Outstanding Chapter Fundraiser Award was established in 2003. The award recognizes a specific Chapter that has made significant contributions to alumni, students and friends of SFASU and the SFA Alumni Association during the past year. The award will be determined on the basis of several criteria with no ultimate importance placed on any singular criterion.

Nomination Procedure

Any member of the SFASU Alumni Association Chapter program who wishes to nominate a Chapter for this award should submit a completed nomination form. The Chapter may also submit any supporting materials (which may include photographs, newspaper clippings, etc.) to accompany the nomination. Nominations must be received by the SFA Alumni Association no later than October 1 of the year in which the award is to be made. Nominations received after the announcement deadline will be considered ineligible.

Selection Procedure

Members of the Selection Committee are members of the Alumni Association Board of Directors. The Selection Committee will recommend the Board Development committee confer the award each year to at least one recipient, except by the approval of the majority of the board. Nominees selected for the award must be approved by a two-thirds vote of the Selection Committee. The Executive Director of the SFA Alumni Association shall be charged with accepting, filing, and presenting all bona fide nominations.

Awards Recognition Procedure

This award is to be granted annually at Homecoming during Lumberjack Bash or at a place and time to be determined by the SFA Alumni Board of Directors. The traditional symbol of the award is an appropriate plaque to be displayed in the Trace D. Pearman Alumni Center with names added each year. A framed certificate will be presented to the chapter during the ceremony at Lumberjack Bash. The chapter also will received recognition in the Sawdust and on the SFA Alumni Association website.

Revised November 2007

Chapter of the Year Award Nomination Form

**Deadline:
October 1**

Return to
SFA Alumni Association
PO Box 6096-SFA Station
Nacogdoches, TX 76962

Please type or print clearly. Only completed forms will be considered.

Chapter Name _____

Membership Demographics

of Members on Chapter Mailing/E-mail List _____

of Chapter Members who are Annual/Life Members of SFA Alumni Assoc. _____

of Chapter Members who are Mentor Ring Mentors _____

of Chapter Officers _____ # of Activities Committees _____

Activities

Chapter Events	Name	Frequency	Avg. Attendance

Chapter Freshman Send-Off Party	Date	Location	Avg. Attendance	# of Freshmen & their Families

Major Chapter Fundraiser _____

Event Description _____

Objective _____

Results _____

Cost of Event _____ **Net Earnings** _____

Chapter Business

Chapter Business Meetings (<i>minimum 2 required</i>)	Date	Place	Avg. Attendance

Chapter Correspondence w/Members *(type and frequency)* _____

Chapter President _____

Address _____ **City** _____ **State** _____ **ZIP** _____

Home Phone (____) _____ **Office Phone** (____) _____

Email _____

Please see enclosed materials that support this nomination. If/We understand these materials, which may include photographs, may not be returned to our Chapter.

Nominated by: (Name) _____ **Date Submitted** _____

Home Address _____ **City** _____ **State** _____ **ZIP** _____

Daytime Phone (____) _____ **Evening Phone** (____) _____

Email _____