



Awards & Recognition Program

Chapter Merit Award

PURPOSE

The Chapter Merit Award is to recognize chapters that have actively participated in projects and programs identified with the annual goals of ARMA International.

ELIGIBILITY

Each chapter is eligible for this award during the fiscal year. The Member Services staff will keep track of the chapter's activities throughout the fiscal year.

SUBMISSION CONTENT AND FORMAT

A chapter must complete the following requirements to achieve a category:

- Bronze: Complete the two required items and at least two of the four items.
- Silver: Complete the required items for the Bronze Level and two of the four for Silver.
- Gold: Complete the items for the Bronze and Silver Levels and a minimum of one for Gold.

The Member Services staff will review the requirements for each category and make adjustments as necessary by July 1. Those changes will be communicated to chapters and will be in effect for the fiscal year.

CURRENT LEVELS

Bronze:

Complete All

- Received Chapter Member of the Year by August 1
- Received Chapter Board Update Form by August 1

Complete at least two:

- Submitted an article for *Chapter Connections*
- Applied for a speaker grant
- Applied for leadership grant
- Submitted prospect list for spring membership campaign

Silver:

Complete two of the four:

- 25% of chapter board attended leadership days at the Annual Conference and Expo.
- 25% of chapter board attended respective Region Leadership Conference.
- Increased net membership from beginning of fiscal year.
- 50% of chapter board completed Online Leadership Academy courses.

Gold:

Complete at least one of the three items

- Submitted entry for Chapter of the Year.
- Chapter hosted a Regional Education/Leadership Conference or ARMA International Conference and Expo.
- Assisted with chartering/reactivating of another chapter.