

2024 Chapter Excellence Award

DUE: 1200 ET December 6, 2024

Chapter Size determined by National Stats using baseline date of 12/31/23

**All applications will be verified by National Staff and Approved by Membership Committee. Waivers, if required, will be determined by the SNA Executive Committee.*

Chapter Excellence Award Points per Chapter Category

Small Chapter

1 – 99 Members

70 Points

Medium Chapter

100 – 400 Members

115 Points

Large Chapter

401+ Members

155 Points

Chapter Excellence Rating Sheet

Qualifying Criteria

**All chapters must meet the following criteria to be considered for Chapter Excellence award.*

	Qualifying Criteria	Yes or No
Q.1	Current List of chapter officers provided to SNA National and all must be confirmed current members of SNA by March 15 and October 15	
Q.2	A completed finance report form submitted to National staff NLT March 30th.	
Q.3	A minimum of 6 monthly chapter rosters must be reviewed/updated by chapter and returned via email to National Chapter Liaison.	
Q.4	SNA National Treasurer listed as signer on bank account.	
Q.5	Submit 2 quarterly chapter inputs for the Surface SITREP newsletter.	
Q.6	Copy of chapter bylaws on file with SNA National	
Q.7	Submit updated list of all chapter social media sites and administrator contact info NLT November 1, 2024.	
	COMPLETED <i>*To be confirmed by National Staff</i>	

Chapter Excellence Rating Sheet

Objective Scoring

	Objective Scoring Criteria	Possible Points	Earned Points
O.1	In addition to qualifying criteria, submit up to 6 additional monthly roster reviews to chapter liaison.	6 (1 point each)	
O.2	In addition to qualifying criteria, submit up to 2 additional chapter inputs for the Surface SITREP newsletter.	10 (5 pts each)	
O.3	Maintains a chapter webpage, website, or link to a chapter website on the SNA National website.	10	
O.4	Has a designated Membership POC on the chapter board. (Provide name)	10	
O.5	Sponsored chapter events for area chapter members during calendar year? (Provide type of event and date of event. Include all events – social and professional)	5 points per event	
O.6	Provided a chapter volunteer to present a SNA Stephen Decatur Jr. NJROTC award at a local ceremony.	5 points per award ceremony	
O.7	Has a chapter award or awards program. (Please provide a brief description)	10	
O.8	Raised funds for the SNA National Scholarship. (Must provide collection/event date and amounts collected and submitted to National)	Up to \$499 =5 pts \$500 - \$999 = 10 points; \$1000 and up = 15 points	
O.9	Organized or participated in a local community service project. (Please provide a brief description) Events can only be listed if not listed in any other category.	5 points per event	
O.10	A chapter member attended the National Symposium.	5	
O.11	A chapter member attended the April 10, 2024 Chapter Presidents Virtual meeting.	5	
O.12	Advertise SNA Memberships (flyers, emails, etc) Please provide date and where/how advertised.	1 point per advertisement	
O.13	Advertise SNA National Scholarship (flyers, emails, etc). Please provide date and where/how advertised.	1 point per advertisement	
O.14	Maintain or Increase chapter retention % annually (Based on annual % in National monthly chapter stats as of November 30, 2024 – To be entered by SNA Staff)	Maintain % - 10 points Increased % - 20 points	

O.15	Posts on Social media. List where posted and dates and time of each post.	1 point per post (Maximum # is 10 Points)	
O.16	Hosted quarterly chapter Board meetings. Must provide date of the meeting.	1 point per quarter (Maximum # is 4 points)	
	SUBTOTAL Objective Criteria		

Subjective Scoring

	Subjective Scoring Criteria	Possible Points	Earned Points
S.1	Had an active chapter recruiting/retention program conducted during the year of competition? (Briefly describe level of effort and results.)	10	
S.2	Briefly, describe your chapter's leadership succession plan?	5	
S.3	Encouraged Enlisted membership and participation at the chapter level.	10	
S.4	List any noteworthy activities not previously mentioned as part of the objective scoring sheet within the calendar year.	5 pts per event	
	SUBTOTAL Subjective Criteria		