

# Region i

## Section Awards

This document establishes the judging criteria for the Region i Section Awards. All awards are issued at the Region i Conference. This document should be updated annually with information on Special Awards.

It is the responsibility of the Region Governor to authorize the amount of cash awards given in each case. This will be determined annually within the total allocation provided in the Region Budget, as approved by the Region Council.

The numbers used to judge awards are calculated based on the most recent end-of-month (EOM) totals provided by SWE headquarters, provided they are released at least one month prior to the region conference (to allow time for certificate printing). For example, if the conference is held in April, the awards will be based on March EOM totals if those numbers are released at least a month before the conference; if the March EOM totals are not available one month prior, then the awards will be based on February EOM totals.

The base for the beginning of a fiscal year will be adjusted for sections deactivated or chartered by the Board of Directors. A deactivated section's base will be added to the base where the members are later assigned; this will generally be the MAL base, unless the BOD decides to assign the members to another section. For sections chartered, the parent's base will be reduced by the number of members in that base who were later transferred into the new section. If requested, the parent will be required to provide supporting documentation; failure to provide documentation may result in no adjustment to the parent's base.

There are two categories of awards – Professional and Collegiate. The awards are described in the following sections.

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## Section Awards

### Professional and Collegiate Awards

(No nomination packet is required)

1. **Highest Membership Growth - Region i “increase” Award:** This award is given based on the greatest professional membership growth percentage among professional sections and the Region i MALs. The percentage is calculated as:

$$\frac{[\text{number of new professional members}]}{[\text{base as of the beginning of the fiscal year}]} \times 100$$

All Professional/Mal/Collegiate Sections are eligible. New members do not include student upgrades, only members new to SWE. This calculation is the same calculation used on the report from SWE Headquarters.

2. **Highest Membership Retention - Region i “influence” Award:** This award is given based on the greatest professional membership retention percentage among professional sections and the Region i MALs. The percentage is calculated as:

$$100 - \left[ \frac{[\text{\# of unpaid base members}]}{[\text{base as of the beginning of the fiscal year}]} \right] \times 100$$

All Professional/Mal/Collegiate Sections are eligible.

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### **3. Highest Membership Involvement - Region i “involved” Professional Award** (No nomination packet required)

Each year, the Region i Awards Chair or other region leadership may give an award based solely on participation throughout the year. These points will be tracked by the region leadership. These awards are solely at the discretion of Region Leadership and must be approved in the Region Budget. If an award is not designated in the Region Budget, Region Members have the right to perform fundraising activities to secure funds for Special Awards.

All information is based on data from previous Fiscal Year.

- Attending Region i Meetings = 5 points for each meeting
  - Includes the Region i Meeting at National Conference
  - At least one representative from section must attend entire meeting each time
- Submitting Region i Reports = 3 points each report submitted
  - Report submitted on-time = Additional 2 bonus points
- Final Annual Report submitted for FY = 5 points
  - Report submitted on-time = Additional 5 bonus points – if data is available
- Final Financial Report submitted for FY = 5 points
  - Report submitted on-time = Additional 5 bonus points – if data is available
- Attending Region i Conference Collegiate/Professional Meeting = 5 points
  - At least one representative from section must attend entire meeting
- Hosting a LCC module – 5 points
- Member Retention from previous fiscal year as of 6/30 of current fiscal year from SWE HQ: (can only score in one % category)
  - 25-49% = 3 points
  - 50-62% = 5 points
  - 63-74% = 6 points
  - 75-89% = 8 points
  - 90-100% = 12 points
- Sponsor Region event during the fiscal year (meeting, conference, workshop etc.) 5 Points
- Bid for Region conference - 5 points
- Nomination submission for region awards – 2 points per submission
- Apply for Program Development Grants – 2 points per submission
- All criteria above need not be met to be eligible.

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### **4. Highest Membership Involvement - Region i “involved” Collegiate Award (These awards do not require nomination packets)**

Each year, the Region i Awards Chair or other region leadership may give an award based solely on participation throughout the year. These points will be tracked by the region leadership. These awards are solely at the discretion of Region Leadership and must be approved in the Region Budget. If an award is not designated in the Region Budget, Region Members have the right to perform fundraising activities to secure funds for Special Awards.

All information is based on data from previous Fiscal Year.

- Attending Region i Meetings = 5 points for each meeting
  - Includes the Region i Meeting at National Conference
  - At least one representative from section must attend entire meeting each time
- Submitting Region i Reports = 3 points each report submitted
  - Report submitted on-time = Additional 2 bonus points
- Final Annual Report submitted for FY = 5 points
  - Report submitted on-time = Additional 5 bonus points – if data is available
- Final Financial Report submitted for FY = 5 points
  - Report submitted on-time = Additional 5 bonus points – if data is available
- Attending Region i Conference Collegiate/Professional Meeting = 5 points
  - At least one representative from section must attend entire meeting
- Hosting a CLCC module – 5 points
- Member Retention from previous fiscal year as of 6/30 of current fiscal year from SWE HQ: (can only score in one % category)
  - 25-49% = 3 points
  - 50-62% = 5 points
  - 63-74% = 6 points
  - 75-89% = 8 points
  - 90-100% = 12 points
- Sponsor Region event during the fiscal year (meeting, conference, workshop etc.) 5 Points
- Bid for Region conference - 5 points
- Nomination submission for region awards – 2 points per submission
- Apply for Program Development Grants – 2 points per submission
- Participate in the Region I Collegiate Blog
  - Have a link to the region blog from your section’s website – 3 points

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- Write a blog post – 2 points, maximum of 10 points
- Comment on blog post – 1 point, max of 10 points
- All criteria above need not be met to be eligible.