**Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Small In-State Chapter of the Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Chapter Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3-ring binder (no larger than 3 inches) or binding to secure sheets  Use tabs to separate sections | 25 |  |
| Narrative of Chapter Accomplishments |  | Written evidence of the following  items. Package should include pictures, flyers, brochures, newspaper articles, acknowledgement letter & etc. | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 1: | Chapter Membership | Evidence of increasing chapter’s membership and retaining current members | 10 |  |
| Section 2: | VSU Students Mentorship and Recruitment | Evidence to show encouraging students to attend VSU | 10 |  |
| Section 3: | Community Service and  Public Relations | Evidence of members working in the community: walks/runs, church activities, government campaigns, TV publicity. Members wearing VSU and VSUAA paraphilia during events. | 5 |  |
| Section 4: | Fundraising Activities | Any activity to increase chapter’s funds, scholarship, endowment, and VSU foundation donations | 10 |  |
| Section 5: Alumni Activities on Campus |  | Representation from your chapter at the following events | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ |
|  | VSU Founders Day |  | 4 |  |
|  | Homecoming  Activities |  | 4 |  |
|  | Annual Meeting during Alumni Weekend |  | 4 |  |
|  | Fall/Spring Commencement |  | 4 |  |
|  | Student Move In Day |  | 4 |  |
| Submission of Chapter’s Annual Report |  | Submit only current annual report | 5 |  |
| Section 6: Evidence of Loyalty and Support |  | Evidence of attending events and activities sponsored by VSU, other chapters, and any organization or business | 10 |  |
| Section 6: Board Meeting/Activity Participation |  | Representation at board meetings either in person, by proxy, by Zoom or conference call | 5 |  |
|  |  | **Total Points** | **100** |  |

**Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Medium In-State Chapter of the Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Chapter Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3-ring binder (no larger than 3 inches) or binding to secure sheets  Use tabs to separate sections | 10 |  |
| Narrative of Chapter Accomplishments |  | Written evidence of the following items. Package should include pictures, flyers, brochures, newspaper articles, acknowledgement letter & etc. | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 1: | Chapter Membership | Evidence of increasing chapter’s membership and retaining current members | 10 |  |
| Section 2: | VSU Student Mentorship and Recruitment | Evidence to show encouraging students to attend VSU | 10 |  |
| Section 3: | Community Service and  Public Relations | Evidence of members working in the community: walks/runs, church activities, government campaigns, TV publicity. Members wearing VSU and VSUAA paraphilia during events. | 15 |  |
| Section 4: | Fundraising Activities | Any activity to increase chapter’s funds, scholarship, endowment, and VSU foundation donations | 15 |  |
| Section 5: Alumni Activities on Campus |  | Representation from your chapter at these events | \_\_\_\_\_ | \_\_\_\_\_ |
|  | VSU Founders Day |  | 4 |  |
|  | Homecoming  Activities |  | 4 |  |
|  | Annual Meeting during Alumni Weekend |  | 4 |  |
|  | Fall/Spring Commencement |  | 4 |  |
|  | Student Move In Day |  | 4 |  |
| Submission of Annual Report |  | Submit only current annual report | 5 |  |
| Section 6: Evidence of Loyalty and Support |  | Evidence of attending events and activities sponsored by VSU, other chapters, and any organization or business | 10 |  |
| Section 6: Board Meeting/Activity Participation |  | Representation at board meetings either in person, by proxy, by Zoom, or conference call | 5 |  |
|  |  | **Total Points** | **100** |  |

**Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Large In-State Chapter of the Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Chapter Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3-ring binder (no larger than 3 inches) or binding to secure sheets  Use tabs to separate sections | 10 |  |
| Narrative of Chapter Accomplishments |  | Written evidence of the following items. Package should include pictures, flyers, brochures, newspaper articles, acknowledgement letter & etc. | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 1: | Chapter Membership | Evidence of increasing chapter’s membership and retaining current members | 10 |  |
| Section 2: | VSU Student Mentorship and Recruitment | Evidence to show encouraging students to attend VSU | 10 |  |
| Section 3: | Community Service and  Public Relations | Evidence of members working in the community: walks/runs, church activities, government campaigns, TV publicity. Members wearing VSU and VSUAA paraphilia during events. | 15 |  |
| Section 4: | Fundraising Activities | Any activity to increase chapter’s funds, scholarship, endowment, and VSU foundation donations | 15 |  |
| Section 5: Alumni Activities on Campus |  | Representation from your chapter at these events | \_\_\_\_\_ | \_\_\_\_\_ |
|  | VSU Founders Day |  | 4 |  |
|  | Homecoming  Activities |  | 4 |  |
|  | Annual Meeting during Alumni Weekend |  | 4 |  |
|  | Fall/Spring Commencement |  | 4 |  |
|  | Student Move In Day |  | 4 |  |
| Submission of Annual Report |  | Submit only current annual report | 5 |  |
| Section 6: Evidence of Loyalty and Support |  | Evidence of attending events and activities sponsored by VSU, other chapters, and any organization or business | 10 |  |
| Section 6: Board Meeting/Activity Participation |  | Representation at board meetings either in person, by proxy, by Zoom, or conference call | 5 |  |
|  |  | **Total Points** | **100** |  |

**Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Mega In-State Chapter of the Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Chapter Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3-ring binder (no larger than 3 inches) or binding to secure sheets  Use tabs to separate sections | 10 |  |
| Narrative of Chapter Accomplishments |  | Written evidence of the following items. Package should include pictures, flyers, brochures, newspaper articles, acknowledgement letter & etc. | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 1: | Chapter Membership | Evidence of increasing chapter’s membership and retaining current members | 10 |  |
| Section 2: | VSU Student Mentorship and Recruitment | Evidence to show encouraging students to attend VSU | 10 |  |
| Section 3: | Community Service and  Public Relations | Evidence of members working in the community: walks/runs, church activities, government campaigns, TV publicity. Members wearing VSU and VSUAA paraphilia during events. | 15 |  |
| Section 4: | Fundraising Activities | Any activity to increase chapter’s funds, scholarship, endowment, and VSU foundation donations | 15 |  |
| Section 5: Alumni Activities on Campus |  | Representation from your chapter at these events | \_\_\_\_\_ | \_\_\_\_\_ |
|  | VSU Founders Day |  | 4 |  |
|  | Homecoming  Activities |  | 4 |  |
|  | Annual Meeting during Alumni Weekend |  | 4 |  |
|  | Fall/Spring Commencement |  | 4 |  |
|  | Student Move In Day |  | 4 |  |
| Submission of Annual Report |  | Submit only current annual report | 5 |  |
| Section 6: Evidence of Loyalty and Support |  | Evidence of attending events and activities sponsored by VSU, other chapters, and any organization or business | 10 |  |
| Section 6: Board Meeting/Activity Participation |  | Representation at board meetings either in person, by proxy, by Zoom, or conference call | 5 |  |
|  |  | **Total Points** | **100** |  |

**Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Out of State Chapter of the Year**

**(Small / Medium / Large / Mega)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Chapter Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3 ring binder (no larger than 3 inches) or binding to secure sheets  Use tabs to separate sections | 25 |  |
|  |  | Written evidence of the following items. Package should include pictures, flyers, brochures, newspaper articles, acknowledgement letter & etc. | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 1: | Chapter Membership | Evidence of increasing chapter’s membership and retaining current members | 10 |  |
| Section 2: | VSU Students Mentorship and Recruitment | Evidence to show encouraging students to attend VSU | 10 |  |
| Section 3: | Community Service and  Public Relations | Evidence of members working in the community: walks/runs, church activities, government campaigns, TV publicity. Members wearing VSU and VSUAA paraphilia during events. | 5 |  |
| Section 4: | Fundraising Activities | Any activity to increase chapter’s funds, scholarship, endowment, and VSU foundation donations | 10 |  |
| Section 5: Alumni Activities on Campus |  | Representation from your chapter at the following events | \_\_\_\_\_\_\_ | \_\_\_\_\_\_\_ |
|  | VSU Founders Day or Chapter Founders Day Activity |  | 5 |  |
|  | Homecoming  Activities |  | 5 |  |
|  | Annual Meeting during Alumni Weekend |  | 5 |  |
|  | Fall or Spring Commencement |  | 5 |  |
| Submission of Chapter’s Annual Report |  | Submit only current annual report | 5 |  |
| Section 6: Evidence of Loyalty and Support |  | Evidence of attending events and activities sponsored by VSU, other chapters, and any organization or business | 10 |  |
| Section 6: Board Meeting/Activity Participation |  | Representation at board meetings either in person, by proxy, by Zoom, or conference call | 5 |  |
|  |  | **Total Points** | **100** |  |

**Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**President of the Year**

**(Small / Medium / Large / Mega)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Chapter Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3 ring binder (no larger than 3 inches) or binding to secure sheets  Use tabs to separate sections | 15 |  |
| Narrative of President’s Accomplishments |  | Written evidence of the following items. Package should include pictures, flyers, brochures, newspaper articles, acknowledgement letter & etc. | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 1: | Chapter Membership Recruitment & Retention | Evidence of helping to increase chapter membership and retaining current members | 10 |  |
| Section 2: | Mentorship/Recruitment | Evidence encouraging students to attend VSU | 10 |  |
| Section 3: | Community Service and Public Relations | Evidence of working in the community: walks/runs, church activities, government campaigns, TV publicity. Members wearing VSU and VSUAA paraphilia during events. | 20 |  |
| Section 4: | Fundraising Activities | Evidence indicating personal efforts in increasing funds | 10 |  |
| Section 5: Narrative of President’s Duties |  |  | \_\_\_\_\_ | \_\_\_\_\_ |
|  | Homecoming Activities |  | 2 |  |
|  | Alumni Weekend |  | 2 |  |
|  | Commencement (Fall & Spring) |  | 2 |  |
|  | Founder’s Day Activities |  | 2 |  |
| Section 6: | Strategic Development | Evidence of short and long term strategies for the chapter for chapter and university growth. | 7 |  |
| Section 7: | Performance Management | Description of how your leadership has impacted your Chapter’s ability to meet the chapter’s goals during the nomination period | 7 |  |
| Submission of Annual Report |  | Submit only current annual report | 3 |  |
| Section 8: Evidence of Loyalty and Support |  | Evidence of attending events and activities sponsored by VSU, other chapters, and any organization or business | 10 |  |
|  |  | **Total Points** | **100** |  |

**Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Alumnus / Alumna of the Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Personal Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3 ring binder (no larger than 3 inches) or binding to secure sheets  Use tabs to separate sections | 10 |  | |
| Narrative of Personal, Professional, Business, and/or Chapter honors or Accomplishments |  | Written evidence of the following items. Package should include pictures, flyers, brochures, newspaper articles, acknowledgement letter & etc. | \_\_\_\_\_ | \_\_\_\_\_\_ | |
| Section I: | Work History | Evidence of professional and /or business achievements | 10 |  | |
| Section II: | Honors | Evidence of any special recognitions, honors, and/or awards | 10 |  | |
| Section 1: | Chapter Membership | Evidence of helping to recruit members for the Alumni Association | 10 |  | |
| Section 2: | VSU Students Mentorship and Recruitment | Evidence to show encouraging students to attend VSU | 10 |  | |
| Section 3: | Community Service and  Public Relations | Evidence of working in the community: walks/runs, church activities, government campaigns, TV publicity. Members wearing VSU and VSUAA paraphilia during events. | 10 |  | |
| Section 4: | Fundraising Activities | Any activities to help increase chapter’s funds, scholarship, endowment, and VSU foundation donations. | 10 |  | |
| Section 5: VSU Events |  | Evidence to show your involvement in the following event during your alumni career | \_\_\_\_\_ | \_\_\_\_\_ | |
|  | VSU Founders Day |  | 5 |  | |
|  | Homecoming  Activities |  | 5 |  | |
|  | Alumni Weekend |  | 5 |  | |
|  | Fall/Spring Commencement |  | 5 |  | |
| Section 6: Evidence of Loyalty and Support |  | Evidence of attending events and activities sponsored by VSU, other chapters, and any organization or business | 10 |  | |
|  |  | **Total Points** | **100** |  | |

**Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Board Member of the Year**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Subcategory** | **Description** | **Possible Points** | **Points**  **Awarded** |
| Chapter Information  Form and Overall Portfolio |  | Neat overall appearance  All typed (no handwritten captions)  3 ring binder (one inch or less) or binding to secure sheets  Use tabs to separate sections | 10 |  |
| Narrative of Board Member’s Accomplishments |  | Written evidence of the following items. | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 1: | Chapter Membership Recruitment & Retention | Description of helping to increase chapter membership and retaining current members | 10 |  |
| Section 2: | Student Mentorship/Recruitment | Description of encouraging students to attend VSU | 10 |  |
| Section 3: | Community Service and Public Relations | Description of working in the community: walks/runs, church activities, government campaigns, TV publicity, social media, or wearing VSU and VSUAA paraphilia or colors during events. Special recognition, honors, or awards from a community group or the workplace during the nomination period. | 10 |  |
| Section 4: | Fundraising Activities | Description indicating personal efforts in increasing VSU or VSUAA funds | 10 |  |
| Narrative of Board Member’s Duties |  | - | \_\_\_\_\_ | \_\_\_\_\_ |
| Section 5: | Alumni Activities on Campus and other Locations | Description of attending all board meetings (In person or on Zoom) | 10 |  |
|  |  | Description of Committees served on, and meetings attended (In person or on Zoom) and/or national office held and goals accomplished | 20 |  |
|  |  | Description of Homecoming, Alumni Weekend, Commencement, or Founders Day activities attended | 7 |  |
|  |  | Description of special recognition, honors, or awards from VSU or VSUAA | 3 |  |
| Section 6: | Evidence of Loyalty and Support | Description of attending additional events and activities sponsored by VSU, VSUAA, other chapters, and any organization or business | 10 |  |
|  |  | **Total Points** | **100** |  |

**Nominee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VSUAA Annual Awards Evaluation Rubric**

**Young Trojan Award / Orange & Blue Award /**

**Trojan Legacy Award**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Description** | **Possible Points** | **Points Awarded** |
| Personal Information  Form and Overall Portfolio | Neat overall appearance  All typed (no handwritten captions)  1” or smaller 3 ring binder or binding to secure sheets  Use tabs to separate sections | 10 |  |
| Section 1: Narrative of Personal Accomplishments | Written evidence of the following items. Package should include pictures, flyers, brochures, magazine/newspaper articles, media releases, acknowledgement letter & etc. | 30 |  |
| Section 2: Narrative of Professional and /or Business Achievements | Written evidence of the following items. Package should include pictures, flyers, brochures, magazine/newspaper articles, media releases, acknowledgement letter & etc. | 30 |  |
| Section 3: Narrative of Involvement and/ or Accomplishments in the Community, VSU, and/or VSUAA | Written evidence of the following items. Package should include pictures, flyers, brochures, magazine/newspaper articles, media releases, acknowledgement letter & etc. | 30 |  |
|  | **Total Points** | **100** |  |