

# REGION I COMBINED AWARDS APPLICATION

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## PURPOSE

The purpose of the Region I Association Awards is to recognize NAIW local association achievements in the areas of Education, Legislation, Public Relations, Safety, Membership Retention, and growth within the CPIW/M designation.

## JUDGING

>>> Questions in all sections relate to activities **for the period from January 1, 2010 to December 31, 2010.** Please **DO NOT** include points for any activities that are part of your members' job function and/or responsibilities.

## SUBMISSIONS

There is no formal documentation required for this award. However, you should read each criterion carefully and make sure your response includes all of the information requested. It is expected that each local association submitting an entry via this form will **KEEP SUPPORTING DOCUMENTATION** on file in hard copy format at the local level. In the event of a tie, submission of this information may be requested at the discretion of the Region I Awards Committee for judging purposes.

Submissions are to be completed on the downloadable electronic file provided by the Region I Awards Chair. Please store the information on the file to be forwarded to the Awards Chair by email. Any exceptions to the electronic format must be pre-approved by the RVP.

## REGIONAL CONFERENCE WINNERS

A 1<sup>st</sup> Place and Runner Up Award will be determined in each category. Winners of all traveling awards will be responsible for returning the traveling trophy to the following year's Regional Conference. This combined award application encompasses the following Region I Awards:

- ~ *Roberta L. White Membership Award*
- ~ *Barbara A. Barrett CPIW/M Award*
- ~ *Lee Allen Traveling Safety Award*
- ~ *Karolyn E. Frost, CPIW, Memorial Public Relations Award*
- ~ *Region I Association Legislative Award*
- ~ *Margaret M. Horvath Education Award*

**SUBMISSION DEADLINE:** The deadline to forward submissions to the Region I Awards Chair via e-mail is **no later than 11:59 PM EST on February 28, 2011.**

Elena K. Ifkovits - Region I Awards Chair

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**(856) 829-1594, Ext. 223 – or home (856) 829-7025**

>> **IMPORTANT:** All Associations **MUST** complete the four general information questions listed below to be eligible for any award. *Applications received without this information will be disqualified.*

>> The balance of the application may be completed to apply for ALL available awards (OR) Associations may complete only the remaining sections for which they elect to be considered. (i.e., You may complete only the general information section and the Public Relations Section if that is the only award category in which you choose to participate)

**A Note on Scoring:** The Region I Awards Committee judges will review each section of your application to verify that the **supporting documentation requested in each question is included** in the "Response" section of that answer.

The judges will then determine your final score in the following manner: The score in each "Association Activities" section will remain as a whole number. The score in each "Individual Member's Activities" section will be added, and then divided by that association's membership count as of December 31, 2010. **The total of these two items is the FINAL TOTAL SCORE for each award category completed.**

### **GENERAL INFORMATION:**

**ASSOCIATION NAME:**

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**ASSOCIATION PRESIDENT:**

**(Please include daytime phone AND E-mail Address)**

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**Total number of association members on 01/01/2010: \_\_\_\_\_**

**Total number of association members on 12/31/2010: \_\_\_\_\_**

**Total number of CPIW/M's as of 01/01/2010: \_\_\_\_\_**

**Total number of CPIW/M's as of 12/31/2010: \_\_\_\_\_**

**AWARD CRITERIA:**

**POINTS**

*(Please include all details requested in the "Response" area of each question)*

**SAFETY - Section I: Association Activities**

- 1. How many articles on safety **issues** did your association publish in newspapers, magazines, trade publications, or *Today's Insurance Professional*? \_\_\_\_\_ Give 15 points for each article. [List topic, date, and where published below for each article]

\_\_\_\_\_

Response:

- 2. How many articles on safety issues were **authored by** members of your association and included in your local association bulletin? \_\_\_\_\_ Give 10 points for each original article. [List topic, author, and month included in your bulletin below]

\_\_\_\_\_

Response:

- 3. How many articles on safety issues (not committee reports) were **reprinted** in your local association bulletin? \_\_\_\_ (i.e. information copied from other sources & reprinted with the author's permission) Give 1 point for each article. [List topic & months included in your bulletin below]

\_\_\_\_\_

Response:

- 4. How many classes on safety topics were held by your association? \_\_\_\_ (i.e., CPR, first aid, internet safety, child abduction, drug misuse, elder or family abuse, self defense, violent crime survival, outdoor survival, etc.) Give 25 points for each class. [List topic, date held, name of instructor/moderator, and members involved in each program below]

\_\_\_\_\_

Response:

- 5. How many safety programs were sponsored, co-sponsored, or participated in by your association? \_\_\_\_\_ (i.e., single program of Learn-Not-To-Burn, daycare safety, bicycle safety, drinking & driving awareness, or topics such as those listed above in Question #4) Give 25 points for each program. [List date, program, location, and members involved in each program below]

\_\_\_\_\_

Response:

6. How many disaster preparedness, or emergency business continuation & recovery programs have been sponsored, co-sponsored, or participated in by your association? \_\_\_\_\_ Give 25 points for each program. [List date, program, and involvement in each program below]

Response: \_\_\_\_\_

7. Was your association recognized or awarded with regard to any safety related issue or program by an organization other than NAIW? Give 50 points for each award or recognition. [List a brief description of any award or recognition below]

Response: \_\_\_\_\_

## **SAFETY - Section II: Individual Member Activities**

8. How many of your individual members received a non-NAIW safety award or other form of recognition for commitment to safety related issues? \_\_\_\_\_ Give 25 points for each. [List name of member, date, reason, and by whom recognized below]

Response: \_\_\_\_\_

9. How many members participated in a panel discussion or have spoken to other organizations on safety topics, disaster recovery, or emergency response? \_\_\_\_\_ Give 25 points per member, per event. [List names of members, topics, and organizations below]

Response: \_\_\_\_\_

10. How many non-NAIW sponsored safety classes were attended by your members? \_\_\_\_\_ (i.e., defensive driving, CPR, disaster recovery, emergency response) Give 5 points per member, per class. [List name of member, class, and date below for each class]

Response: \_\_\_\_\_

11. How many members have an emergency survival kit in their homes appropriate for disasters in their geographic area? \_\_\_\_\_ Give 25 points for each kit. [List names of members and type(s) of disaster their kit is supplied to cover below] \_\_\_\_\_

Response:

12. How many members have an emergency first aid kit (not to include contents of medicine cabinet!) in their home? \_\_\_\_\_ How many members have their **own** emergency first aid kit in their office \_\_\_\_\_ and/or car? \_\_\_\_\_ Give 10 points for each kit. [List members name and location of each kit below] \_\_\_\_\_

Response:

13. How many of your members volunteer for a local/state emergency, safety, or civil defense organization? \_\_\_\_\_ (i.e., fire department, ambulance squad, emergency rescue, civil defense, Red Cross, or other similar response & preparation organization) Give 5 points for each organization served. [List name of member, organization, and capacity in which they serve below] \_\_\_\_\_

Response:

### **SECTION III – Total Safety Points**

**TOTAL SAFETY POINTS – Questions #1 thru #7** \_\_\_\_\_

**TOTAL SAFETY POINTS – Questions #8 thru #13** \_\_\_\_\_

### **PUBLIC RELATIONS - Section I: Association Activities**

1. How many articles (not committee reports) did your public relations chairman have printed in your local newsletter? \_\_\_\_\_ Give 10 points for each article. [List topic and month of publication below] \_\_\_\_\_

Response:

2. How many new associations has your association organized or assisted in organizing this year? \_\_\_\_\_ Give 100 points for each association. [List names of association(s) below] \_\_\_\_\_

Response:

3. How many *Communicate With Confidence* or *Advanced Communication Skills* **courses** did your association sponsor this year? Give 100 points for each Course held. [List dates of completion and number of participants below]

Response:

\_\_\_\_\_

4. Did your association enter a contestant into a Local or State Council CWC Speak-Off ? Yes \_\_\_ No \_\_\_ Give 25 points for each contestant in each Speak-Off. [List names of contestant and which Speak-Off below]

\_\_\_\_\_

Response:

5. How many activities were held **during** NAIW Week? \_\_\_\_\_ (i.e. Open House for prospective new members, I-Day, Visits to local agencies or companies to promote membership, etc.) Give 10 points for each activity. Give 25 points for each membership campaign. [List events and locations below]

\_\_\_\_\_

Response:

6. How many joint meetings were held with other NAIW local associations (or other industry associations? \_\_\_\_\_ (i.e. CPCU, Claims Association, etc.) Give 25 points for each meeting. [List association name and dates below]

\_\_\_\_\_

Response:

7. How many events presented specifically for the consumer were sponsored by your Association? \_\_\_\_\_ (i.e. booths, programs, meetings, career days, etc.) Give 25 points for each event. [List events and dates below]

\_\_\_\_\_

Response:

8. Does your association have any affiliation with local colleges or Insurance Institute of America? Yes \_\_\_ No \_\_\_ Give 10 points for each affiliation. [List name of organization(s) and type of affiliation below]

\_\_\_\_\_

Response:

9. How many articles or announcements about your association were published in the newspaper, magazine, radio, television or cable? Give 10 points for each item. [List information on all articles/announcements below]

\_\_\_\_\_

to include date, media format, etc.]

Response:

10. How many community activities did your association participate in? (i.e. walk-a-thons, food and/or clothing drives, blood drives, phone-a-thons, domestic violence houses) \_\_\_\_\_ Give 10 points for each activity. [List activities and dates below] \_\_\_\_\_

Response:

11. How many Project-Invest programs did your association sponsor or co-sponsor? \_\_\_\_\_ Give 100 points for each program. [Attach list of schools and dates below] \_\_\_\_\_

Response:

12. How many Corporate Partnering agreements have been formed by your association? \_\_\_\_\_ Give 100 points for each corporate partner. [List partnerships and date of the agreement below] \_\_\_\_\_

Response:

**PUBLIC RELATIONS - Section II: Individual Member Activities**

13. How many members attended the following:

\_\_\_\_\_ National Convention \_\_\_\_\_

\_\_\_\_\_ Regional Conference \_\_\_\_\_

\_\_\_\_\_ Mini-Board \_\_\_\_\_

\_\_\_\_\_ Council Day (Annual State Meeting) \_\_\_\_\_

Give 20 points per member, per conference or meeting listed above [List names of attendees and which meetings/conferences each attended below]

Response:

14. How many members participated in a panel discussion or spoke on an NAIW or insurance related topic to organizations other than NAIW? \_\_\_\_\_ Give 25 points for each member. [List member's name, topic and date below] \_\_\_\_\_

Response:

15. How many members belong to another industry related association? (i.e. CPCU, Claims Association, National Alliance) \_\_\_\_\_ Give 10 points for each membership. [List member's names and associations below] \_\_\_\_\_

Response:

16. How many **members** completed a *Communicate With Confidence* or *Advanced Communication Skills* course in the current year? \_\_\_\_\_ Give 10 points for each member by course. [List names, course, and dates of completion below] \_\_\_\_\_

Response:

17. How many articles were written by your members that were published in *Today's Insurance Professional* or other industry publications? (excluding articles from your Newsletter) \_\_\_\_\_ Give 10 points for each article. [List title of article, author, publication and date below] \_\_\_\_\_

Response:

### **Section III – Total Public Relations Points**

**TOTAL PUBLIC RELATIONS POINTS – Questions #1 thru #12** \_\_\_\_\_

**TOTAL PUBLIC RELATIONS POINTS – Questions #13 thru #17** \_\_\_\_\_

### **LEGISLATION - Section I: Association Activities**

1. How many of your members are registered voters? \_\_\_\_\_ Divide this number by your total number of members as of 12/31; Use this percentage as your total points for this question. [List names of registered voters below] \_\_\_\_\_

Response:

2. How many of your local monthly newsletters contained a legislative article or update? \_\_\_\_\_ Give 10 points for each. (Maximum 10 points/month and 120 points/year) [List summary of topics and months published below] \_\_\_\_\_

Response:

3. How many of your local association meetings were devoted to legislative issues? \_\_\_\_\_ Give 25 points for each meeting. [List topics, dates, and presenters below] \_\_\_\_\_

Response:

4. How many other legislative related activities has your association participated in which did not fall into any of the above categories? \_\_\_\_\_ Give 25 points for each activity. [List nature of association activity, date, and names of members who participated below] \_\_\_\_\_

Response:

## **LEGISLATION – Section II: Individual Member Activities**

5. Indicate the number of members who voted in each of the following elections. (\*\* Be sure to indicate the date of your primary election in the response section!)

Primary Election \_\_\_\_\_ General/Presidential Election \_\_\_\_\_

Give 1 point for each member voting in each election. (List names of members and indicate which elections each voted in below) \_\_\_\_\_

Response:

6. How many letters and/or e-mails have your members written to a local, state, or federal legislator? \_\_\_\_\_ Give 5 points for each. How many personal (face to face) visits have your members made to a local, state, or federal legislator's office? \_\_\_\_\_ Give 15 points for each. [List topic, date, name of member, and who they contacted below] \_\_\_\_\_

Response:

7. How many members participated in a panel discussion or spoke on legislative issues to other organizations? \_\_\_\_\_ Give 25 points for each. [List names of members, dates, and topics below] \_\_\_\_\_

Response:

8. How many legislative articles were written and published by your members in any trade publication, including *Today's Insurance Professional*? \_\_\_\_\_  
Give 25 points for each article. [List topic, author, publication date, and name of publication below]

Response:

9. How many members participated in an election campaign? \_\_\_\_\_ (i.e. volunteered at the polling place, made phone calls to encourage constituents to vote, knocking on doors with campaign literature, transporting voters to the polling place) Give 25 points per member for each campaign. [List names of members and description of involvement below]

Response:

### Section III – Total Legislative Points

TOTAL LEGISLATIVE POINTS -- Questions #1 thru #4

TOTAL LEGISLATIVE POINTS -- Questions #5 thru #9

### EDUCATION – Section I: Association Activities

1. How many education courses or seminars were **sponsored solely** by your association? \_\_\_\_\_ Enter points as shown below for each course or seminar. [List each course or program title, by section, month held, and instructor's name below]

**Industry Course:** IIA, CPCU, CISR, LUTCf, etc. = 100 points

**NAIW Program:** 4 Hours or More = 50 points

**NAIW Program:** Less than 4 Hours = 25 points

**NAIW I-Can Series Class:** Each ½ Hour Class = 5 points

**Seminar not listed above:** Minimum of 2 Continuous Hours = 25 points

Response:

2. How many education courses or seminars were **co-sponsored** with another association or trade association? \_\_\_\_\_ Enter points as shown below for each course or seminar. [List each course or program title, by section, month held, and instructor's name below]

**Industry Course:** IIA, CPCU, CISR, LUTCf, etc. = 50 points

**NAIW Program:** 4 Hours or More = 25 points

**NAIW Program:** Less than 4 Hours = 10 points  
**NAIW I-Can Series Class:** Each ½ Hour Class = 5 points  
**Seminar not listed above:** Minimum of 2 Continuous Hours = 10 points

Response:

**3A.** How many I-Days or E-Days (not including annual council meetings) with a minimum of 5 Credit Hours were **sponsored solely** by your association? \_\_\_\_\_ Give 50 points for each. [List date, programs offered and credit hours below] \_\_\_\_\_

**3B.** How many I-Days or E-Days (not including annual council meetings) with a minimum of 5 Credit Hours were **co-sponsored** with another association or trade association? \_\_\_\_\_ Give 25 points for each. [List date, programs offered and credit hours below] \_\_\_\_\_

Response:

**4.** Enter 200 points for being an association contributor to the Insurance Scholarship Foundation of America (formerly known as the NAIW Education Foundation) at the Founders Circle level. \_\_\_\_\_

**5.** How many insurance scholarships were awarded by your association to members and non-members? \_\_\_\_\_ Give 50 points for each scholarship given. [List recipients and sponsors below] \_\_\_\_\_

Response:

**6.** Enter points for each education article (200 words or more) on insurance or risk management published in your local association bulletin or on your association website. [List month(s) of publication, publication title, and member writing or publishing each article below] \_\_\_\_\_

\_\_\_\_\_ Number of articles **written by Members.** (25 points each)

\_\_\_\_\_ Number of articles **reprinted** with permission of author. (5 points each)

Response:

## **EDUCATION – Section II: Individual Member Activities**

**7A.** How many **new** CPIW \_\_\_\_\_ / CPIM \_\_\_\_\_ designations were obtained this year? Give 25 points for each designee. [List new designees below] \_\_\_\_\_

**7B.** How many **new** DAE designations were obtained this year? \_\_\_\_\_ Give 25 points for each designee. [List new designees below] \_\_\_\_\_

Response:

8. How many members received **new** insurance industry designations not including CPIW, CPIM, or DAE? \_\_\_\_\_ Give 20 points for each designee. [List new designees & designations obtained below]

Response:

9. Enter appropriate points per education event as listed below for each **member** who attended each event. [List member's name, class attended, by section, and total number of hours in attendance at the education event below]

**Industry Course:** IIA, CPCU, CISR, LUTCf, etc. = **3 points per hour** of class attended

**NAIW Program:** **2 points per hour** of class attended

**NAIW I-Can Series Class:** Each  $\frac{1}{2}$  Hour Class = **1 point**

**Seminar not listed above:** **2 points per hour** of class attended

Response:

10. How many members have attended **CE credit** seminars at NAIW council/regional/national meetings? \_\_\_\_\_ Give 10 points for each CE seminar. [List names of members, seminar titles & conference or meeting below]

Response:

11. How many members participated in a non-insurance related self-improvement course, seminar or workshop? \_\_\_\_\_ Give 5 points for each educational event. [List names of members, topics & month below]

Response:

12. How many members completed a CE credit insurance-related correspondence course (exclude any courses included in prior questions)? \_\_\_\_\_ Give 15 points for each course. [List names of members, course titles & month below]

Response:

- 13A. How many members instructed all lectures of an entire insurance related course? \_\_\_\_\_ Give 75 points for each course. [List names of members, course titles & month below]

**13B.** How many members instructed part of an insurance related course? \_\_\_\_\_  
Give 25 points for each course. [List names of members, course titles & month below]

Response:

**14.** How many members have instructed an insurance related seminar or workshop? \_\_\_\_\_ Give 15 points for each educational event. [List names of members, seminar topic & month below]

Response:

**15.** How many members participated as a speaker or panelist on an insurance related subject at any organization program or meeting? \_\_\_\_\_ Give 35 points for each event. [List names of members, program title & month below]

Response:

**16.** How many members have written an insurance education-related article that was published in any trade publication, including *Today's Insurance Professional*? \_\_\_\_\_ Give 20 points for each article. [List authors, title of articles, name of publications & dates below]

Response:

**17.** Enter 10 points for each member who is a Founder's Circle member with the Insurance Scholarship Foundation of America (formerly known as the NAIW Education Foundation). [List names of members below]

Response:

### **SECTION III - Total Education Points**

**TOTAL EDUCATION POINTS - Questions # 1 through #6**

**TOTAL EDUCATION POINTS - Questions #7 through #17**