



American Society of Civil Engineers

## REQUEST TO ESTABLISH SOCIETY AWARD

Requests to establish a Society award must be submitted to the Society Awards Committee for consideration.				
Name of donor:			Date:	
Signature:				
<b>NAME OF THE AWARD</b>				
Proposed name:				
<i>Rule 10.2.4.2. Naming of Awards. To name a Society award after an individual, such individual shall be judged by the Society Awards Committee to have or have had eminent professional status, shall have been a Society member in any grade for at least twenty-five (25) years, and have be either retired from the actual practice of engineering or shall be deceased.</i>				
For awards named for a person, please attach evidence of eminence.				
<b>REASON FOR AWARD</b>				
Description:				
<b>FUNDING</b>				
<i>Rule 10.2.3. Funding for Awards. A Society Award may be established by funds received from individuals, business, industrial organizations, or by a Society grant. Such funds shall carry an obligation on the part of the donor to support the Purposes and Objective of the Society without advocating or seeming to advocate commercial interests.</i>				
<i>Rule 10.2.3.3. Endowment of Society Awards. There are minimum endowments required for Society Awards, whether named or unnamed. An additional sum is required at start-up to cover direct costs associated with the award*. The Society Awards Committee shall annually evaluate the minimum requirement relative to the previous year's Consumer Price Index and may made adjustments to ensure the long-term viability of the Society Awards. (*Note: Start up costs are estimated at average, reasonable costs for award paraphernalia. If additional or extraordinary paraphernalia are to be provided,</i>				

*costs will be proportionately higher and may impact the ability to initially make the award.)*

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**DONATION**

Endowment:	Start-up costs:
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Describe plans to continue fundraising for this proposed award:

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**AWARD CRITERIA**

Award recognizes the following:	Paper	Achievement
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Requires ASCE membership:	Yes	No
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	Membership grade required:
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Age requirement:	Yes	No
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	Age requirement:
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Number of recipients:	One	Multiple
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		Number:
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Restriction on number of times a person may receive award:	Yes	No
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		Number
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Frequency of award:	Annually:	Other
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		How often:
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**HONORARIUM AND DESIGN**

Medal	Plaque	Other ( <i>describe</i> )
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Certificate	Cash	Amount of cash prize:
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If available, please attach a drawing/picture of proposed award.

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**AWARD COMMITTEE**

Describe the Award Committee:

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Deadline to receive nominations:		
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Describe how you envision attracting nominees:

Please send completed request forms to:				
		Honors and Awards Department		
		1801 Alexander Bell Drive		
		Reston, VA 20191-4400		
<b><i>For Office Use:</i></b>				
Addition of award is permissible under Rules:			Yes	No
<i>Rule 10.2.4.1 The total number of Society Awards shall not exceed one (1) award per one thousand, five hundred (1,500) Society members.</i>				
What Division, Institute or Committee shall be responsible for this Award:				
Action by the Society Awards Committee:			<i>(date)</i>	
Action by the ExCom:			<i>(date)</i>	
Reported to Board of Direction:			<i>(date)</i>	
Added to Rules of Policy and Procedure			<i>(date of Board Meeting)</i>	
Added to Official Register			<i>(date of submission)</i>	