



**2016 OUTSTANDING SECTION / BRANCH AWARD NOMINATION FORM**

Applications are limited to 12 pages plus a copy of one newsletter.  
 Please mail an **electronic submittal** (pdf files preferred) to Nancy Berson at ASCE:  
[nberson@asce.org](mailto:nberson@asce.org) by **October 30, 2016**.

**BASIC INFORMATION:**

Award Classification (check one):	<input type="checkbox"/> Very Large Section/Branch (> 2500 members) <input type="checkbox"/> Large Section/Branch (1001-2500 members) <input type="checkbox"/> Medium Section/Branch (501-1000 members) <input type="checkbox"/> Small Section/Branch (< 500 members)
Section/Branch Nominee:	
Name and Board Position of Contact Member:	
ASCE Member ID:	
Address:	
Telephone:	
E-mail:	

**NOMINATION QUESTIONS/SCORING**

100 points maximum

10 points each in Categories A to G and 30 points in Category H

Each event/activity may only be used once. Please select the most appropriate category.

**A. COMMUNICATION WITH MEMBERS (10 Points Maximum)**

Newsletter (1 point per issue, 4 points maximum):

Number of Newsletters Published Annually:	
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Please include one electronic newsletter with the Award nomination package.

Website (3 points maximum):

Website URL:	
Discuss the content included on your website:	

Other Tools (3 points maximum):

Discuss any other communication tools used by your Section/Branch:	
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**B. PROFESSIONAL / LEADERSHIP ACTIVITIES, AWARDS / RECOGNITION, AND SCHOLARSHIPS (10 Points Maximum)**

Professional / Leadership Activities (5 points maximum):

*Professional / Leadership (non-Technical) Committees* (1 point each, 2 points maximum)

Professional Committee:	Number of Meetings:	Presentation Topic(s):

*Professional / Leadership (non-Technical) Seminars / Courses* (1 point each, 3 points maximum)

Date:	Approx. Attendees:	Presentation Topics / Describe Seminar:

Awards (1 point each, 2 points maximum):

*Awards Given by the Section/Branch*

Name of Award:	Recipient:	Describe:

*Society Awards Received by the Section / Branch or its members*

Name of Award:	Recipient:	Describe:

Scholarships (3 points maximum):

*Scholarships to High School Students* (2 points maximum)

Name of Scholarship:	Amount of Scholarship:	Describe:

*Scholarships to College Students* (1 point maximum)

Name of Scholarship:	Amount of Scholarship:	Describe:

**C. TECHNICAL ACTIVITIES (10 Points Maximum)**

*Section/Branch Technical Committees or Institutes* (minimum of 2 technical meetings per year; 1 point each, 4 points maximum)

Technical Committee:	Number of Meetings:	Presentation Topic(s):

*Technical Seminars / Courses Offered with PDHs* (1 point each, 4 points maximum)

Date:	Approx. Attendees:	Describe:

*Other Technical / Educational Activities and Benefits for Section / Branch Members (2 points maximum)*

Describe other technical / educational activities and benefits for Section / Branch members:	<i>(for example: hosting a user group for technical software used by Members)</i>
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**D. MEMBERSHIP (10 Points Maximum)**

Describe efforts to transition Student Members to Associate Members (2 points):	
Describe Member recruitment programs (2 points):	
Describe Member retention programs (2 points):	
Describe any recognition programs for employers supporting ASCE (2 points):	
Describe other Membership Activities / Events (2 points):	

**E. PUBLIC OUTREACH / EDUCATION ACTIVITIES (10 Points Maximum)**

Describe outreach activities with elementary, middle, or high schools (2 points):	
Describe outreach activities for colleges without ASCE Student Chapters (2 points):	<i>(examples: hosting an event for community college students or undeclared engineering majors at a university)</i>
Describe outreach activities with your Practitioner Advisor and ASCE Student Chapters/Clubs (2 points):	
Describe outreach activities via media outlets (2 points):	<i>(examples: newspaper, magazine, radio, TV, internet, billboards)</i>
Describe other public outreach or educational activities (2 points):	

**F. COMMUNITY SERVICE, PUBLIC SERVICE, HISTORY & HERITAGE, SUSTAINABILITY, AND GOVERNMENT RELATIONS (10 Points Maximum)**

**NOTE:** ASCE also awards a History and Heritage Award. If you have such activities and want to be considered for that award, describe those activities here and submit a copy of this application directly to Jennifer Lawrence at [jlawrence@asce.org](mailto:jlawrence@asce.org).

Describe public service projects (2 points):	<i>(examples: Habitat for Humanity, Engineers Without Borders)</i>
Describe History and Heritage Activities (2 points):	<i>(examples: landmark nominations, publications, exhibits)</i>
Describe Government Relations activities (2 points):	<i>(examples: infrastructure report card, legislative drive-in)</i>

Describe Sustainability Initiatives intended to advance the principles of sustainable development (2 points):	
Describe Community Service events (1 point each, 2 points max):	

**G. DIVERSITY AND INCLUSION (10 Points Maximum)**

**NOTE:** Diversity & Inclusion is support of equitable opportunity for participation of people within the Civil Engineering profession without regard to race, ethnicity, religion, age, gender, sexual orientation, nationality, or physical challenges. In addition to points awarded for the Outstanding Section/Branch Award, information in this section will also be used by ASCE’s Committee on Diversity and Inclusion (CDI) to select the ASCE Section/Branch/Committee/Institute Diversity Award.

Describe diversity programs (2 points):	<i>(examples: webinars, partnerships, scholarships for underrepresented populations)</i>
Describe leadership position for diversity (2 points):	<i>(examples: Diversity Champion or Committee)</i>
Describe diversity among Section/Branch leadership (2 points):	
Describe participation in community diversity programs (2 points):	<i>(examples: mentoring, career fairs, summer bridge programs)</i>
Describe other diversity and inclusion initiatives (2 points):	

**H. ADDITIONAL SPECIAL SECTION / BRANCH ACTIVITIES (30 Points Maximum)**

Describe any other activities that are not are not covered under other sections of the nomination form that your Section / Branch has undertaken to promote or advance the Civil Engineering profession to either your members or the public. These can include other Community Service projects, hosting of Regional meetings, fundraising and other best practices. Describe the activity and give dates, locations and number in attendance. Also describe any activities relative to the creation of a Section / Branch strategic plan and/or efforts to support the Society’s Strategic Initiatives (ie. sustainability efforts). A maximum of five (5) points will be given for each of up to six (6) special activities.

Type of Activity/Event/Initiative:	Date (if applicable):	Describe: