



**OFFICIAL YOUNGER MEMBER GROUP AWARD  
NOMINATION FORM**

*Please complete this form for each group being nominated.*

The purpose of the award is to promote excellence among the Younger Member Groups of the American Society of Civil Engineers. Younger Member Groups are defined as Associate Member Forums (AMF), Younger Member Forums (YMF), Younger Member Committees (YMC), etc. which operate at the Section and Branch level. It does not include Younger Member Councils.

The evaluation process involves the scoring of nomination documents submitted by Younger Member Groups. The nomination documents will list professional, technical, social, and special activities sponsored by the Younger Member Group for the preceding year. The specific criteria and format for evaluating all nominations are established by the Committee on Younger Members (CYM). The recommendations, if any, shall be presented to the Executive Committee of the ASCE Board of Direction for approval.

Application packages must be endorsed by the Section or Branch President.

**ASCE Younger Member Group Application Form**

**Please keep award application less than 25 pages.**

**CONTACT INFORMATION:**

Applying for a ( <i>check one</i> ):	<input type="checkbox"/> Large Younger Member Group <input type="checkbox"/> Small Younger Member Group
Name of Younger Member Group:	
Name of Contact Member:	
ASCE Member ID:	
Address:	
Telephone:	
E-mail:	

\_\_\_\_\_  
Signature (*electronic version acceptable*)

\_\_\_\_\_  
Date

**Endorsement:** (must be by nominated group's Section or Branch President)

The	(Section or Branch)
endorses and recommends	(Name of Group being nominated)
for the following reason(s):	

Name:			
Title:		ASCE Member ID:	

\_\_\_\_\_  
Signature (*electronic signature is acceptable*)

\_\_\_\_\_  
Date

### **Details of the Younger Member Group Award:**

- All Younger Member Groups (YMGs) are eligible for this award, no matter how big or small. Achievements of YMGs in both small and large categories will be recognized. One YMG in each category is eligible to receive the award.
- The YMG Award category definitions, per the current Official Register, are as follows:
  - Large YMG – Section YMG whose Section membership is greater than 1,500 or a Branch YMG whose Branch membership is greater than 1,000.
  - Small YMG – Section YMG whose Section membership is 1,500 and less or a Branch YMG whose Branch membership is 1,000 and less.
  - Only include information within the **previous fiscal year**. (October 1 to September 30).
- Where both a Section and a subsidiary Branch operate separate YMGs, nominations for, and achievements by, each YMG must be submitted separately.
- If a YMG achievement appears to fall into more than one category on the application form, select the appropriate category to place the achievement (e.g. select whether you wish to consider a joint community service event with a Student Chapter under “Community Service” OR “School Involvement”). Consideration will not be given to the same achievement listed more than once in the Application Form.
- If an individual Younger Member is responsible for multiple achievements as part of the YMG (e.g. if he/she qualifies as both a Section Officer and an Award winner), consideration will be given to each achievement in its appropriate category.
- YMGs are not required to list achievements in all categories in order to submit a nomination.
- Applications shall be limited to 25 pages (including all official nomination forms and appendices).
- Professional presentation is strongly encouraged.
- Attachments should be referenced in the body of the application form.
- Contact information and Section or Branch (as applicable) endorsement are required. Nominations missing contact information or endorsements will be disqualified.
- Awards and Certificates of Commendation for the ASCE Younger Member Group Award will be presented at the next ASCE Annual Convention.

To nominate, submit the following in a single PDF file by email to [youngermember@asce.org](mailto:youngermember@asce.org)

- A cover letter, signed by the nominator
- An Official Award Nomination
- Section/Branch Endorsement
- The name of the file shall follow this format:–*Name of YMG/YMF*-YMG Award Nom.-*Large/Small.pdf*
- Entries must be received by 5:00 pm (EST) February 1.

### **Nomination Criteria & Scoring Information**

The evaluation process for the Younger Member Group Award involves the scoring of nomination documents submitted by Younger Member Groups. The nomination documents shall list professional, technical, social, and special activities sponsored by the Younger Member Group for the preceding fiscal year. The specific criteria and format for evaluating all nominations are established by the Committee on Younger Members (CYM). CYM will select winners for recommendation to the ASCE Executive Committee for final approval.

<b>SOCIAL</b>	<b>15 Points</b>
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***Social Activities:** List locations, number in attendance, and dates of activities sponsored to encourage Younger Member involvement. (1 to 3 points each, up to 15 points)*

<b>PROFESSIONAL</b>	<b>26 Points</b>
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***Officers and Committee Members:** Younger Members who serve as Society, Regional, or Section/Branch officers (other than YMG officer positions), or who serve on Society, Regional, or Section/Branch professional committees (other than YMG committees). List names and titles. (1 point each, up to 4 points).*

#### **Awards:**

***Submit Society Award Nominations:** Submit nominees for the following ASCE Society Younger Member Awards: Daniel W. Mead Prize, Edmund Friedman Young Engineer Award for Professional Achievement, Young Government Civil Engineer of the Year Award, Younger Member Group Award, Collingwood Prize, Employer Recognition Award, and Younger Member Group Website Award). List award nominees, nominators and date of submittal (must be within fiscal year of this award). (1 point each, up to 6 points).*

***Award Winners:** Winners of ASCE Younger Member Awards: National, Region, Section, or Branch. Describe the award and provide names of recipients and date(s) and location(s) of award presentation(s) (date of presentation must be within fiscal year of this award). (1 point each, up to 4 points).*

<b>SCHOOL INVOLVEMENT</b>	<b>23 Points</b>
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**Student Outreach Program:** Describe local grade/middle/high school (excluding university or college) outreach program. (Up to 8 points).

**Contests:** Participate in local grade/middle/high school technical contests (science fairs, MATHCOUNTS, Sim-City, etc.). Describe the activity and provide dates. (Up to 6 points).

**Present Awards:** Present awards to grade, junior/senior high school, or college students. Provide a description of the award, and give names and dates of recipients. (Up to 3 points).

**Student Chapter Contact Member (or Practitioner Advisor):** Contact Member for ASCE Student Chapter who is a Younger Member. Provide names of Student Chapter(s) and Younger Member(s). (Up to 2 points).

**Joint Student Chapter Activity:** Conduct joint activities with local ASCE Student Chapter/Club. Describe activity and give dates and attendance. (1 to 2 points each, up to 4 points)

<b>COMMUNITY SERVICE</b>	<b>12 Points</b>
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**Community Service Activities:** Describe activities sponsored by the YMG, dates, and attendance. (1 to 3 points each, up to 12 points).

<b>TECHNICAL</b>	<b>20 Points</b>
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**Sponsor technical seminars, short courses, or meetings.** List titles, locations, details of YMG involvement, and dates. (2 points each, up to 4 points).

**Sponsor technical field trips.** List facility/project visited, date and attendance. (1 point each, up to 4 points).

**Technical presentations:** Present technical papers or other presentation at ASCE or other technical seminar or short course. List title, locations, dates, and presenter. (2 points each, up to 4 points).

**Technical Officer/Committee Members.** Younger members serving as national or local technical committee officers/members. List names and titles. (1 point each, up to 4 points).

**Technical Awards:** Younger member winners of ASCE national or local technical awards or technical awards presented by other societies. List the name of the award, society, recipient, and date. (2 points each, up to 4 points).

<b>PUBLICATIONS</b>	<b>26 Points</b>
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**Younger Member Group Newsletter, newsletter article** or regular column in the Section or Branch newsletter. List all instances; attach a representative copy. (1 point for each issue/column, up to 4 points)

**Article written by Younger Member(s) published in Younger Member Newsletter published by CYM.** List all instances; attach a representative copy. (1 to 2 points for each article, up to 6 points)

**Article written by Younger Member(s) published in ASCE national or local technical or professional publication** e.g. CE Magazine, ASCE News, ASCE journals, or proceedings of the ASCE conferences (NOT newsletters). List name of author, title of article, name of publication, and date published. List all instances; attach a representative copy. (1 to 2 points for each article, up to 8 points)

**Article written by Younger Member(s) published in newsletters, newspapers, or general magazines other than ASCE.** List name of author, title of article, name of publication, and date published. List all instances; attach a representative copy. (1-2 points for each article, up to 8 points)

**SPECIAL ACTIVITIES****10 Points**

*Describe other activities NOT covered under other sections of this nomination form. These include other community service projects, hosting of regional meetings, other student outreach projects, etc. Describe the activity and give dates, locations, and number in attendance. (1 to 5 points each, up to 10 points).*

**DIVERSITY****10 Points**

*Describe activities that promote diversity or women in engineering. Describe the activity and give dates, locations, and number in attendance. (1 to 5 points each, up to 10 points) NOTE: This information will be shared with the Committee on Diversity and Women in Civil Engineering (CDWCE) for use in their awards program, so it is allowable to use activities previously discussed in earlier sections of this nomination form.*

**YOUNGER MEMBER GROUP ANNUAL REPORT****5 Points**

*Upload your Younger Member Group Annual Report [here](#). This report should detail your group's activities between October 1 and September 30.*

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- A cover letter, signed by the nominator
- An official Younger Member Group Award Nomination form.
- Specify Large or Small Group category
- The name of the file shall follow this format: *Name of YMG/YMF-YMG Award Nom.- Large/Small.pdf*
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