CHAPTER OF MERIT RECOGNITION PROGRAM

The participation and activity at the chapter level are the strength of Epsilon Sigma Phi. Those states having a strong chapter, which provides meaningful opportunities for their members, are the states with growth in our organization and strong memberships.

The Chapter of Merit recognition program was developed by the National Board to provide some recognition for those chapters who have put forth an exemplary effort to forward the cause of the Extension system and to provide professional development opportunities for their members.

Quite often members or potential members when approached to renew membership or to become members ask the question, “What is in it for me?” Those chapters with a strong program can provide an answer to this question that will demonstrate to individuals a good reason to either become members or to continue membership in ESP at the local level.

The purpose of the Chapter of Merit Program is to provide a way for the National Board to recognize those chapters who have excellent programs to service their members in harmony with the national goals and objective of Epsilon Sigma Phi.

The National Board recognizes that not all chapters have the same opportunity to serve their members and as such have created a recognition system that will recognize chapters for their efforts without regard to the number of members or the resources available.

By categorizing the recognition in a Platinum, Gold, Silver or Bronze group, chapters have an opportunity to be recognized by their effort not necessarily based on the number of members or resources available. The categories evaluated reflect areas identified as important to develop and maintain a strong chapter within the states.

The following page serves as an application for consideration as a Chapter of Merit and at the same time serves as a guide of the important chapter activities and programs to insure well rounded professional development opportunities that would appeal to members.

The time frame for the ESP Chapter of Merit recognition is March 1 – February 28th of each year. The report form should be submitted to the National ESP Office electronically at espoffice@espnational.org by May 1. The form requires the name of the individual submitting the form.
ESP Chapter of Merit Submission Form

organization/Leadership: ____________________________

1. Chapter has Constitution/By-Laws in place (1 point Yes – 0 points No) 1

2. Chapter has President, President-elect, Secretary and Treasurer (1 point Yes – 0 points No) 1

3. The chapter has the following committees:
   a. Scholarships, Grants and Recognition (1 point Yes – 0 points No) 1
   b. Public Issues (1 point Yes – 0 points No) 1
   c. Member Recruitment and Retention (1 point Yes – 0 points No) 1
   d. Global Relations (1 point Yes – 0 points No) 1
   e. Resource Development and Management (1 point Yes – 0 points No) 1
   f. Professional Development (1 point Yes – 0 points No) 1

4. Officers are elected on a regular schedule (1 point Yes – 0 points No) 1

5. Executive Board meets at least twice per year (1 point Yes – 0 points No) 1

6. Leadership participates in the JCEP Regional workshops (1 point/attendee) 2

7. Leadership participates in the ESP National Council (1 point for all delegates in attendance) 2

8. Chapter dues are paid by the February 1 deadline (1 point Yes – 0 points No) 1

9. Chapter participates in e-Mentoring of other ESP Chapters (1 point Yes – 0 points No) 0

Scholarship, Grants and Recognition:

1. Chapter provides recognition for membership in the following areas:
   a. Distinguished Service (1 point Yes) 2
   b. International Service (1 point Yes) 2
   c. Mid-Career (1 point Yes) 2
   d. Early Career (1 point Yes) 2
   e. Visionary Leadership (1 point Yes) 2
   f. Distinguished Team (1 point Yes) 1

2. Chapter provides recognition for Friends of Extension (1 point Yes – 0 points No) 1

3. Chapter presents Mentorship Support Recognition (1 point Yes – 0 points No) 1

4. Chapter submits nominees for the National Recognition Program (1 point Yes – 0 points No) 1

5. Chapter votes in the National Recognition Program (1 point Yes – 0 points No) 1

6. Chapter has submitted a requested/received a mini-grant (1 point Yes – 0 points No) 0

Member Recruitment and Retention:

1. Chapter initiates new members every year (1 point Yes – 0 points No) 1

2. Chapter actively recruits new life members from retiring members (1 point Yes – 0 points No) 1

3. Chapter collects annual dues from membership in a timely manner (1 point Yes – 0 points No) 1

4. Chapter has a website for membership information (1 point Yes – 0 points No) 0

Professional Development:

1. Members participate in the National ESP Conference (1 point/member) 6

2. Members submit proposals to present at the National ESP Conference (1 point Yes – 0 points No) 1

3. Chapter publishes a newsletter (1 point/issue) 2

Public Issues:

Membership participates in Public Issues Leadership Development (PILD) (1 point Yes – 0 points No) 1

Resource Development:

1. Chapter provides scholarships for members (1 point Yes – 0 points No) 1

2. Chapter supports the ESP Development Fund through the auction/donation (1 point Yes – 0 points No) 0

3. Chapter uses good financial practices in managing the chapter’s resources (1 point Yes – 0 points No) 1

Global Issues:

Chapter recognizes members for work in Global Issues (1 point Yes – 0 points No) 1


Name of Person Submitting the Form: Neil Broadwater  Signature of Individual Submitting the Form _______