**Region G Aspiring Programming Award**

The Region G Aspiring Programming Award will be given to the collegiate and professional section(s) with the best program that aligns to one (1) or more of our SWE Strategic Goals. Section Presidents or Vice Presidents are asked to submit for this award.

**Recognition**

An award will be given to both a collegiate and professional section for an outstanding program. In addition, the Awards Committee may recognize the best program in each of the three categories: Advocacy, Professional Development, and Globalization. The time frame for the activity to have been completed in is January 1 of the previous SWE fiscal year through December 31 of current SWE fiscal year. Cash grants based on funds available may be distributed at the discretion of the Region G Awards Committee.

**Submission Format**

• Please email all submissions in PDF File to the Region G Awards Co-Chair with the subject line Programming\_SectionName\_SectoinNumber\_ProgramCategory. Receipt will be confirmed via email.

• In 1,000 words or less please highlight your section’s Advocacy, Professional Development, or Globalization program. Please note each section may submit one (1) programming award application for each of the three Categories - Advocacy, Professional Development, and Globalization - up to a total of three (3) submissions.

• The Report will be judged based on the requirements listed in **Report Content**.

• Format for the Report must be as follows:

o PDF File ONLY

o Save File as ‘Programming\_SectionName\_SectionNumber\_ProgramCategory’

o Incomplete packages or those that exceed or do not follow the requirements will be removed from consideration.

**Report Content**

Include a Title Page with title (Programming Award), section name, section number; primary category (Advocacy, Professional Development, or Globalization) and name, address, email, and phone number of person filing report.

Body of report to include a description of the overall program (1000 words or less) including:

* Detailed description of the event/program
* Event communication
* Number of members in section
* Number of members who worked on program
* Approximate number of hours in planning by members
* Number or approximate number of participant invitees (potential attendees), if applicable
* Number of participants at event (if applicable)
* Relevance of your event/program to SWE’s mission and strategic goal(s); make sure to include specifics on how your program meets the strategic goal named in the category selection.
* Program audience and the impact of the event on the participants
* Overall effectiveness of the program

**Additional Information**

Any relevant publications/documents about your program can be attached as an appendix. Examples include media coverage, surveys, flyers, speaker bios, etc.

**Judging Basis**

Event Description and Purpose (35%)

Attainment of Society and Section Goals (25%)

Effectiveness (15%)

Participation Planning and Attendance (15%)

Innovative/Expansion of Program (10%)

Any report received after the deadline stated in the Call for Awards will not be judged.