



# ABC STUDENT CHAPTER OF THE YEAR AWARD APPLICATION

The ABC Student Chapter of the Year award recognizes an outstanding ABC Student Chapter for their accomplishments in programming, community service, communications/public relations, and interaction with its sponsoring ABC Chapter or member firm during the academic year.

440 1st St., N.W., Suite 200  
Washington, D.C. 20001  
Phone: (202) 595-1505



## **ATTACHMENTS**

### ***Letter of Recommendation***

Provide a brief letter from a school administrator or ABC member stating why your student chapter should be named ABC's 2020 Student Chapter of the Year. The administrator must be someone other than your faculty advisor or ABC chapter staff contact.

### ***Supporting Documents***

*Please attach any supporting documents upon application submission.*

1. A list of guest speakers and topics discussed; include both ABC member and non-member speakers. (Please indicate who were the ABC member speakers if applicable)
2. A list of the events / programs your chapter held during the school year (workshops, membership drives, fundraisers, field trips, volunteer opportunities, etc.)
3. List any projects, meetings, or events that you attended at your sponsoring ABC Chapter and how many of your chapter members attended each (If your chapter did not attend any, please explain why)
4. An annual budget (income and expenses) for your chapter including all fundraising sources
5. An updated roster of your ABC Student Chapter members including email addresses
6. Photos or any media coverage where the ABC Student Chapter was recognized

**STUDENT CHAPTER INFORMATION**

Student Chapter Name: \_\_\_\_\_

College/University Name: \_\_\_\_\_

Supporting ABC Chapter/Member Firm Name: \_\_\_\_\_

Faculty Advisor Name: \_\_\_\_\_

Faculty Advisor Email: \_\_\_\_\_

ABC Chapter Staff/Member Contact Name: \_\_\_\_\_

ABC Chapter Staff/Member Contact Email: \_\_\_\_\_

Student Chapter Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Please note: Provide the appropriate mailing address to receive award check if applicable.***STUDENT CHAPTER OFFICERS**

President Name: \_\_\_\_\_

President Email: \_\_\_\_\_

Vice President Name: \_\_\_\_\_

Vice President Email: \_\_\_\_\_

Secretary Name: \_\_\_\_\_

Secretary Email: \_\_\_\_\_

Treasurer Name: \_\_\_\_\_

Treasurer Email: \_\_\_\_\_

**STUDENT CHAPTER EVENTS/ PROJECTS**

*Please limit each description to 150 words or less.*

1. Describe your most successful and/or unique fundraising project of the year; include how many chapter members attended and why you feel it was a success.

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2. Describe your most successful and/or unique public service project or volunteer opportunity that your chapter participated in this year; include how many chapter members attended and why you chose to participate in the project.

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3. Describe your most successful and/or unique construction project that your chapter participated in this year; include how many chapter members attended and why you chose to participate in the project.

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**ESSAY**

In a paragraph of 250 words or less, please describe why your chapter should win ABC's 2020 Student Chapter of the Year award.

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**TERMS OF AGREEMENT**

By checking the box provided, you agree to verify that the information provided and supporting documents with this application is true as of the date below and to the best of your knowledge. If any information or documentation is found to be false, we understand that our application will be rendered ineligible.

**SIGNATURES**

Student Chapter President Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ABC Chapter Staff/Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For questions or concerns regarding the ABC Student Chapter of Year Award nomination form or process, contact Haley Moyers at [moyers@abc.org](mailto:moyers@abc.org) or (202) 595-1974.