

Northeastern Province



Achievement Committee Procedures

Why Awards?

- Province Achievement awards are patterned after Grand Chapter awards but with a focus on our work in the Northeastern Province.
- Distinguished service and meritorious achievement should always be recognized wherever and whenever it occurs.

Committee Composition

- Consist of eight (8) members, five (5) of who shall be members of Alumni Chapters and three (3) of who shall be members of Undergraduate Chapters.
- Each Regional Board Member shall recommend one member from an undergraduate chapter and one from an alumni chapter.

Province Awards

- James M. Kidd Award
 - Northeastern Province Distinguished Service Award for Alumni Member
- Samuel C. Hamilton Award (Alumni Achievement Award)
- Undergraduate Achievement Award
- Alumni Chapter Award
- Undergraduate Chapter Award
- Ronald R. Young Website Award
- Merit Awards
 - Awarded for at least 25 years in Fraternity; then in increments of 5 years thereafter

Province Awards Criteria

➤ James M. Kidd Award

- Continuous service of five or more years, at all levels of the Fraternity, which has had lasting benefits to the Fraternity.
- Particular emphases placed on the impact to growth, development and operation of the Northeastern Province.

➤ Achievement and Chapter Awards

- Details must be recent, i.e., within past 12 months.

➤ Merit Awards

- Candidate name will be obtained through Grand Chapter.

➤ Names will be verified with local chapters via E-mail from Province Keeper of Records.

Petition Requirements

➤ Documentation should be in format suggested by Achievement Committee so a fair assessment and comparison can be made.

- Use format outlined in petition instructions.
- Petition should address each of rating items, in order.
- Evidence to substantiate activities documented within petition must be provided; photographs alone are not enough; examples include,

- Newspaper clippings
- Letters of congratulations from groups or organizations.
- Program booklets
- Promotion flyers

All must be scanned and included with submission

Petition Requirements

(Continued)

- Information should only be submitted via:
 - **BOX** electronic file storage system.
- All petitions must be properly authorized and certified by petitioner's local chapter.
- - **Signatures** of Polemarch and Keeper of Records attesting to authenticity of documentation. Document with signatures should be scanned and included.

Timeline Requirements

- Deadline for submission of petitions is determined by the Achievement/Awards committee chair located on the Northeastern Province website: <https://www.kapsinep.org/index.php/province-business/award-submissions>
- - Merit Award candidates list will be sent to local chapter via e-mail for verification of correctness and spelling.

- Petitions should include cell number and e-mail address of chapter point of contact

Petition Submission Instructions

- All petitions must be submitted via “BOX”:

