UNIVERSITY OF LA VERNE
CLUBS & ORGANIZATIONS

AWARDS APPLICATION • 2013-2014

All non-Greek Clubs and Organizations are encouraged to complete one or more of the following individual and club/organization awards applications. A committee of selected University of La Verne faculty and staff will evaluate and review applications. The individuals and clubs/organizations receiving the most points based on all the stated criteria for the awards will be recognized at the:

Clubs and Organizations Awards Ceremony,
Thursday, May 1 from 5pm-6:30pm at Buca di Beppo in Claremont.
500 West Foothill Blvd., Claremont

**Individual Awards :**

1. Club President of the Year
2. Emerging Club Leader of the Year
3. Outstanding Graduating Senior
4. Club Advisor of the Year

**Club/Organization Awards :**

1. Outstanding Club/Organization of the Year
2. Most Improved Club/Organization
3. Outstanding Program of the Year
4. Outstanding Co-Sponsored/Collaborative Program
5. Outstanding Community Service
6. Outstanding Publicity/Marketing
7. Outstanding New Club

All applications, both for individuals and organization, should be detailed and well documented. Please feel free to add any information, recommendations, or supporting materials that you think are relevant. All supporting material should be included within the application packet.

All completed awards applications must be reviewed and signed by the club/organization advisor. Incomplete applications will not be considered.

This application may only contain information and documentation for programs, events, individuals from the following time period: Fall 2013 through Spring 2014

This award application may also be obtained by contacting the Office of Student Life or the Club and Organization Coordinator, Lisa Beaudoin at studentlife.club@laverne.edu.

**DUE DATE: April 17, 2014 by 12pm in the Office of Student Life**
INDIVIDUAL
CLUBS/ORGANIZATIONS
AWARDS APPLICATION

Nominee Information:

Name: ________________________________________________

Address: ____________________________________ City: _______ Zip:______

Club/Organization: _________________________ Year: FR SO JR SR

Major: ___________________ GPA (if known): _________

Award Applying/Being Nominated For:

☐ President of the Year
☐ Emerging Leader of the Year
☐ Outstanding Graduating Senior
☐ Advisor of the Year

(Please complete one application for each award category – make additional copies as needed)

Nominee Signature: _______________________________ Date: ______________

By signing this, I give permission for the Interim Director of Student Life to verify my GPA and share my academic information with the Awards committee. I understand that this information will only be used for the purposes of evaluating my nomination for this award.

Nominator Information (if different than nominee):

Name: _____________________________________________________________

Email: ______________________________

Club/Organization Advisor Name (printed): ______________________________________

Advisor Signature: ______________________________ Date: __________________

Please include the following information on a separate sheet of paper.

1. Provide a summary of the nominee’s qualifications for this award including all activities and positions held within the club/organization and the La Verne community at large.
2. How has the nominee demonstrated excellence within the award criteria?
3. What ways has the nominee excelled not only individually, but also helped the club/organization excel collectively.
4. (Optional) Picture(s) of the individual within the organization. (Limit to 5 photos please). Preferred digital photo. Email to studentlife.club@laverne.edu
5. Include any letters of recommendation from individual members, officers, advisors, or faculty/staff from the University of La Verne (optional).
UNIVERSITY OF LA VERNE
INDIVIDUAL AWARDS DESCRIPTIONS

President of the Year:

This award is presented to the President that has shown immeasurable leadership within the club/organization they are involved in and has gone above and beyond their duties as President for their club/organization. The nominees must be full-time students at the University of La Verne and must have been president of a club/organization that is currently recognized on campus. The following are the criteria, which will be used in evaluating the credentials of the nominees:

Award Criteria:
1. GPA (semester and cumulative)
2. Overall Academic achievement
3. Service to their individual Club/Organization
4. Service to the La Verne community
5. Overall Character and ideals

Emerging Leader of the Year:

This award is presented to a non-graduating club/organization member that has distinguished themselves during their first year of involvement for exceptional leadership ability, contributions, and potential. The nominees must be full-time students at the University of La Verne and members of a club/organization that is currently recognized on campus. The criteria on which this award is based are as follows:

Award Criteria:
1. GPA (semester and cumulative)
2. Overall Academic achievement
3. Service to their individual Club/Organization
4. Service to the La Verne community
5. Overall Character and ideals

Outstanding Graduating Senior: (Must be a candidate for graduation for Spring 2014 or Winter 2015)

This award is meant to honor a student who has demonstrated leadership qualities through his/her active participation in many different campus program(s)/organization(s) during their tenure at the University of La Verne, and goes above and beyond the call of duty of make a difference and has made an impact in the La Verne Community through their service, skills and positive contributions. The nominee must be a graduating senior and a member of a club/organization that is currently recognized on campus. The following criteria will be used in evaluating the credentials of the nominees:

Award Criteria:
1. GPA (semester and cumulative)
2. Overall Academic achievement
3. Service to their individual Club/Organization
4. Service to the La Verne community
5. Overall Character and ideals
Advisor of the Year: (On Campus Advisor)

This award is meant to honor a club/organization advisor that provides service to his/her club/organization, to individual members of the club/organization, and to the La Verne community as a whole. The nominee must advise a club/organization that is currently recognized on campus. The following criteria will be used in evaluating the credentials of the nominees:

Award Criteria:
1. Service to the Club/Organization
2. Service to the La Verne Community
3. Club/Organization recommendations and acknowledgments
4. Contribution to the continuity of the organization; training he or she has attended to become better at the job; training he or she has provided directly for the club/organization.
UNIVERSITY OF LA VERNE
CLUBS & ORGANIZATIONS
AWARDS APPLICATION

Nominee Information:

Club/Organization Name: ____________________________________________

President: _____________________________________________________________

Club/Organization GPA (to be completed by the Office of Student Life): ______

Award Applying/Being Nominated For:

☑ Outstanding Club/Organization of the Year
☑ Most Improved Club/Organization
☑ Outstanding Program of the Year
☑ Outstanding Co-Sponsored/Collaborative Program
☑ Outstanding Community Service
☑ Outstanding Publicity/Marketing
☑ Outstanding New Club

(Please complete one application for each award category – make additional copies as needed)

President’s Signature: ____________________________________________ Date: __________________

By signing this, I give permission for the Interim Director of Student Life to verify the GPA of my overall club/organization and share academic information with the Awards committee. I understand that this information will only be used for the purposes of evaluating my club/organization’s nomination for this award.

Nominator Information:

Name: ________________________________________________________________

Email: ________________________________________________________________

Club/Organization Advisor Name (printed): ______________________________

Advisor Signature: ____________________________________________ Date: _________________

Please include the following information on a separate sheet of paper.

1. Provide a summary of the club/org qualifications for this award including all activities, events and programs held within the club/organization and hosted for the La Verne community.

2. How has the club/organization demonstrated excellence within each of the award criteria?

3. Please explain some of the challenges your club/organization has faced (as it relates to the specific club/organization award) this year, how you have handled them, and what you have learned for the future.

4. (Optional) Picture(s) of the club/organization. (Limit to 15 photos please). Preferred digital photo. Email to studentlife.club@laverne.edu

5. Include any letters of recommendation from advisors, faculty/staff, or community members (optional).
UNIVERSITY OF LA VERNE
CLUBS & ORGANIZATIONS
AWARD DESCRIPTIONS

Outstanding Club/Organization of the Year:
This award is meant to honor the Clubs/Organizations that have showed excellence in all areas of La Verne community including, but not limited to: community service/philanthropy, campus participation, leadership, collaboration, and promotion of school spirit. The club/organization must be currently recognized on the La Verne campus. The following criteria will be used in evaluating the credentials of nominees:

Award Criteria:
1. Overall Club/Organization GPA
2. Service to their individual club/organization
3. Service to the La Verne community
4. Commitment to leadership training and enhancement
5. Overall Character and ideals

Most Improved Club/Organization:
This award is meant to recognize the club/organization that has demonstrated the most significant change in their level of membership, programming and an increase in activity on campus since the 2013-2014 academic year. The club/organization must be currently recognized on the La Verne campus. The following criteria will be used in evaluating the credentials of nominees:

Award Criteria:
1. Overall Club/Organization GPA
2. Service to their individual club/organization
3. Service to the La Verne community
4. Commitment to leadership training and enhancement
5. Overall Character and ideals

Outstanding Program of the Year:
This award is meant to recognize the club/organization that conceived, planned, and implemented an outstanding program that demonstrates collaboration, diversity, development, leadership, and relevance to important issues for college students. The club/organization must be currently recognized on the La Verne campus. The following criteria will be used in evaluating the credentials of nominees:

Award Criteria
1. Completion and description of the purpose of the program, including how it was planned and organized.
2. Describe how the program reflects the mission and goals of your club/organization.
3. Quality of program, including description of program and how the event assisted participants in becoming informed, responsible, productive La Verne community members.
4. Benefit to La Verne community (i.e.: Does the program improve the quality of campus life?)
5. Quality of methods of publicity utilized (flyers, newspaper ads, etc).
**Outstanding Community Service:**

This award is to recognize a Club/Organization’s community service/philanthropy program. The club/organization must be currently recognized on the La Verne campus. The following criteria will be used in evaluating the credentials of nominees:

**Award Criteria**
1. Quantity and quality of community service/philanthropy performed both individually and collectively by the club/organization in 2013-2014.
2.Completion and description of all club/organization sponsored/co-sponsored service projects/philanthropies for the evaluation period. Listing and description of each project, locations, number of members involved, amount of money and or service hours donated, and its effectiveness (random checks will be conducted to ensure accuracy).
3. Benefit to La Verne students. (i.e.: Does your club/organization perform services or participate in activities that directly benefit La Verne students?)
4. Describe how community service is promoted within your club/organization.
5. Describe how community service/philanthropy activities have positively impacted your club/organization.

**Outstanding Co-Sponsored/Collaborative Program:**

This award recognizes student groups that have best demonstrated their collaborative efforts in planning and executing a single program. The club/organization must be currently recognized on the La Verne campus. The following criteria will be used in evaluating the credentials of nominees:

1. Completion and description of the purpose of the program, including how it was planned and organized.
2. Describe how the program reflects the mission and goals of your club/organization.
3. Describe how the club/organization was effective in mutual sharing of resources (i.e., people, ideas, funds and time).
4. Benefit to La Verne community (i.e.: Does the program improve the quality of campus life?)
5. Describe how the club/organization utilized campus resources in the planning of the program.
6. Quality of methods of publicity utilized (flyers, newspaper ads, etc).

**Outstanding Publicity/Marketing:**

This award will be presented to a club/organization that has planned and implemented an outstanding publicity/marketing campaign for their club/organization or a club/organization-sponsored event/program. The club/organization must be currently recognized on the La Verne campus. Please include publicity/marketing material considered for this award. The following criteria will be used in evaluating the credentials of nominees:

1. Originality/Creativity
2. Types of mediums used (flyers, t-shirts, table-tents, etc.)
3. Artistic quality
4. Club/Organization website
5. You may email digital samples to demonstrate your work. Email to studentlife.club@laverne.edu
Outstanding New Club:

This award will be presented to a NEW club/organization that has displayed outstanding potential and has contributed to the diversity of the campus clubs/organizations. The club/organization must have been established within the 2013-2014 academic year. Please include information on the newly established club mission and purpose, programs and events coordinated throughout the year, and any supporting documentation that represents the outstanding efforts of the new club.

1. Club Mission & Purpose Statement
2. Benefit to La Verne community (i.e.: Does the program improve the quality of campus life?)
3. Goals Established for the club
4. Any supporting documentation that details the outstanding efforts displayed by the club

We anticipate to showcase pictures during the awards ceremony. Please email your club/organization photos to studentlife.club@laverne.edu. This is a great opportunity to showcase your club and all that you have accomplished throughout the year!

Reminder: Please RSVP your club/organization with guest count by NOON on Monday, April 21, 2014.

Questions?
Please contact your Club & Organization Coordinator – Lisa Beaudoin at studentlife.club@laverne.edu or the General Club Advisor – Angie Anderson at aanderson@laverne.edu