

SOUTHERN NEVADA CHAPTER 44, INTERNATIONAL RIGHT OF WAY ASSOCIATION	AWARD GUIDELINES Page 1 of 3
Bylaws – Article 5, Section 3 Nominations & Elections Committee	APPROVED: 02/12/2019 REVISED:

1.0 PURPOSE

The purpose of this guideline is to outline the range of requirements for Chapter Employer of the Year, Chapter Professional of the Year and CHIP Award Recipients.

2.0 SCOPE

- 3.0 CHAPTER EMPLOYER OF THE YEAR
- 4.0 CHAPTER PROFESSIONAL OF THE YEAR
- 5.0 CHIP AWARD RECIPIENT(S) – FREE MEMBERSHIP
- 6.0 CHIP AWARD RECIPIENT(S) – FREE CONFERENCE REGISTRATION
- 7.0 GUIDELINE APPROVAL

3.0 CHAPTER EMPLOYER OF THE YEAR

- 3.01 The Employer of the Year award is to recognize significant contributions an employer makes to the Chapter, IRWA and/or the Right of Way profession in general.
- 3.02 The Employer of the Year should be a strong supporter of membership in IRWA for their respective staff, and encourage/support their respective employees to pursue professional designations and educational opportunities in the right-of-way profession.
- 3.03 The Employer of the Year should support the Chapter in terms of participation in activities and/or functions, and contributions of resources or meeting space.
- 3.04 Eligible employers are those directly within the profession, government and utility companies aligned with the profession or other companies that provide services or support to the profession.
- 3.05 The Nominations & Election Committee (NEC) Chair will notify the Chapter membership no later than March 1st of each year requesting nominations for the Employer of the Year. Nominations must be submitted to the NEC Chair no later than the March 31st of each year. Selection of Employer of the Year will be made at the April Executive Board meeting each year by the Executive Board upon recommendation from the NEC based upon nominations from the Chapter membership.
- 3.06 The Employer of the Year will be announced at the Annual Meeting of Chapter 44.
- 3.07 The previous year’s recipient of the award shall not be eligible for nomination.

4.0 CHAPTER PROFESSIONAL OF THE YEAR

- 4.01 The recipient of this award must be an active member in good standing of Chapter 44.
- 4.02 The recipient should have demonstrated distinguished qualities in leadership, participation and/or organization within the Chapter, by chairing or serving on a chapter committee, assisting with member meetings, recruiting members and/or

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assisting with educational functions that are beneficial to the Chapter and the membership.

- 4.03 The NEC Chair will notify the Chapter membership no later than March 1st of each year requesting nominations for the Chapter Professional of the Year. Nominations must be submitted to the NEC Chair no later than March 31st of each year. Selection of the Chapter Professional of the Year will be made at the April Executive Board meeting by the Executive Board upon recommendation from the NEC based upon nominations from the Chapter membership.
- 4.04 A member cannot receive the Chapter Professional of the Year award more than once in a 3-year period.

5.0 CHIP AWARD RECIPIENT(S) – FREE MEMBERSHIP

- 5.01 CHIP Awards may be given to the Chapter by IRWA Headquarters based on membership growth if the Chapter meets or exceeds 5% net membership growth in the fiscal year. Chapter will receive three (3) free memberships.
- 5.02 Chapter is typically notified by IRWA Headquarters no later than September 1st of each year if the Chapter qualifies for the membership growth incentive.
- 5.03 Chapter President or Secretary will request a current membership list from IRWA Headquarters upon notification of CHIP Award but not later than September 1st of each year.
- 5.04 Annual Dues Renewal for IRWA begins on October 1st of each year. If the Chapter qualifies for CHIP Award - Free Membership, the recipient(s) of the award must be selected and notified prior to October 1st of each year.
- 5.05 Selection of the recipient of CHIP Award – Free Membership will be made by the Executive Board at the September Executive Board meeting. Selection of recipients may be based on participation in chapter activities and financial considerations.
- 5.06 Recipients of the free membership(s) must be notified no later than October 1st of each year.
- 5.07 A member cannot receive the CHIP Award – Free Membership award more than once in a 3-year period.

6.0 CHIP AWARD RECIPIENT – FREE CONFERENCE REGISTRATION & VOUCHER

- 6.01 CHIP Awards may be given to the Chapter by IRWA Headquarters based on the following criteria:
 - A. If the Chapter meets a 5% - 9% net membership growth in the fiscal year, the Chapter will receive one (1) conference registration fee.
 - B. If the chapter meets or exceeds 10% net membership growth in the fiscal year, the Chapter will receive two (2) conference registration fees and a \$500 conference travel voucher.
- 6.02 Chapter is typically notified by IRWA Headquarters no later than September 1st of each year if the Chapter qualifies for the free conference registration(s) incentive.

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6.03 Selection of recipient(s) of CHIP Award(s) – Free Conference Registration and travel voucher will be based on the following:

A. The Executive Board may use award(s) to offset Chapter costs for sending the International Directors representing Chapter 44 or their selected proxies to attend the conference.

B. The President may, with Executive Board approval, select a Chapter member in good standing, not elected to be a proxy, for the award. Selection of recipient will be based on participation in chapter activities and recipients' ability to cover all other related conference costs (travel, hotel, food, etc.).

7.0 GUIDELINE APPROVAL

This Awards guideline was approved by the Executive Board of Directors of Chapter 44 of the International Right of Way Association on this 12th day of February, 2019 and duly noted in the official minutes.



 Meghan Ricks
 President



 Brett Clark
 Secretary